

Sarah K. Ravin, Ph.D.  
Licensed Psychologist  
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## **Consent for Services for Adult Clients**

This document contains information about my professional services and business practices. Please print out this form, read it carefully, sign it, and return it to me at your first appointment. Be sure to write down any questions you may have so that we may discuss them when we meet. Your signature on this form represents an agreement between us.

### **Background and Credentials**

I am a Florida Licensed Psychologist (License #PY 8082). My educational background includes a B.A. in Psychology from Smith College, an M.A. in Psychology from American University, and a Ph.D. in Clinical Psychology from American University. My graduate work included training and supervised experience in various types of therapy, including cognitive-behavioral therapy, psychodynamic therapy, humanistic therapy, and family-based treatment for adolescent eating disorders. I completed my pre-doctoral internship at the University of Miami Counseling Center, including a rotation with the Miami-Dade County Department of Human Services – Psychological Services Division.

I opened my private practice in 2009 and completed my post-doctoral residency in supervised private practice from 2009 - 2010. Since 2010, I have been working independently in private practice. I have taken professional courses and workshops on Dialectical Behavior Therapy (DBT), Acceptance and Commitment Therapy (ACT), and Mindfulness-Based Stress Reduction (MBSR). I typically work with pre-teens, adolescents, college students, and young adults. My areas of expertise include eating disorders, anxiety disorders, body dysmorphic disorder, self-injury, and depression. In addition to my clinical work, I write articles on mental health for a number of different websites, and I serve as a professional advisor for FEAST: Families Empowered and Supporting Treatment for Eating Disorders, a global non-profit organization which provides information and support to parents and loved ones of eating disorder patients.

### **Psychological Services**

Our first session, which will last for approximately 2 hours, will involve an evaluation of your history and presenting concerns. By the end of the initial session, I will share my general impressions with you and we will discuss a treatment plan that best suits your needs. If we decide that I am not the best therapist for you, or that you require a different level of care, I will provide you with referrals to other professionals or treatment centers who may be a better fit for you.

After the initial evaluation, psychotherapy sessions are typically scheduled once per week, with each session lasting for 50 minutes. However, for clients with more severe difficulties, I may recommend two sessions per week. During the course of our work together, we may decide to increase or decrease the frequency of your sessions based on the progress you make.

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All initial evaluations must be held at my office. Most patients who live locally attend weekly in-person therapy sessions after the initial evaluation. However, for patients and families who have a long commute, subsequent sessions may be held via phone or videoconference. During our initial evaluation, we will come to an agreement about the format of sessions that best suits your needs.

You are expected to arrive on time and attend all of your scheduled appointments. If you are running late for an appointment, or if you need to cancel or reschedule an appointment, please contact me as soon as possible.

You are welcome to contact me between appointments if you have questions, concerns, or information to share, or if you need extra support. You may reach me via phone or via email. It is typically quickest to reach me via email. We can schedule a mutually convenient time to speak on the phone if needed.

### **Approach to Treatment**

My approach to psychotherapy is individualized, collaborative, and evidence-based. The specific treatment approach we decide to use will be based on a variety of factors, including your age, personality, preferences, and family situation as well as the nature and severity of your difficulties.

My treatment techniques are derived from Cognitive-Behavioral Therapy (CBT), Dialectical Behavior Therapy (DBT), Acceptance and Commitment Therapy (ACT), Mindfulness-Based Stress Reduction (MBSR), and Family-Based Treatment (FBT). These treatment methods are empirically-supported, which means that scientific research has demonstrated that these methods are particularly effective for treating certain problems.

Success in psychotherapy requires an active commitment on your part. At the start of our work together, we will have a dialogue about which type of treatment best suits your needs. It is important that you are fully informed about your diagnosis and treatment. Thus, I will provide you with information and reading materials about your diagnosis, the treatment approach we are using, and the scientific evidence supporting this treatment approach. In order for therapy to be most successful, you may be encouraged to work on assignments between sessions. For example, I may provide you with specific reading materials, or I may recommend self-monitoring, relaxation exercises, journaling, or other coping strategies for you to practice at home.

Treatment is usually most effective when family members or significant others are involved in some capacity. During our initial appointment, we can discuss which individuals to involve in your treatment (for example, your parents, boyfriend/girlfriend, sibling, roommate) and how best to involve them. Their involvement in your treatment may include attending some sessions with you, speaking with me on the phone, receiving periodic updates on your progress via email, or you initiating conversations with them outside of sessions. If it would not be useful to involve any other people in your treatment for some reason, we can discuss that as well. I will have a conversation with you, and obtain your written permission, before contacting anyone else regarding your treatment.

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## **Fees**

Payment is due at the time of service. I accept cash, checks, and major credit cards including Visa, MasterCard, and Discover, as well as PayPal and Zelle. My standard fee is \$275 per hour. I charge \$550 for the initial evaluation, which typically lasts 2 hours. Subsequent sessions are generally 50 minutes and cost \$275. I do not charge for phone calls, emails, paperwork, or preparation time.

I offer reduced rates for college and graduate students and other individuals based on financial situation. If you believe that you may be eligible for my reduced rate, please discuss your circumstances with me. I am open and flexible regarding my fees and business practices, and I am very willing to negotiate a fee schedule and payment plan that allows you to receive high-quality treatment of the frequency and duration you need to achieve full and lasting recovery.

Once you have scheduled an appointment, you will be expected to pay for it unless you provide 24-hours advance notice of cancellation. **You will be charged for no-shows and for appointments cancelled with less than 24-hours notice.**

To save time and eliminate the hassle of weekly payment, I strongly encourage clients to complete an **Electronic Payment Authorization form**. You can download and print out this form from the “forms” section of my website, or I can give you a hard copy of the form during our first meeting. This form allows me to deduct your session fee (including fees for no-shows and late cancellations) from the credit card or debit card designated on this form. This information will be stored securely in your clinical file and may be updated upon request at any time.

I do not take insurance. I can provide you with a monthly statement, upon request, which you may submit to your insurance company. Many insurance companies provide some reimbursement for mental health services, and I am willing to complete the necessary paperwork for you to receive any mental health benefits to which you are entitled. However, you are responsible for paying me for your sessions regardless of what your insurance company decides, and I cannot guarantee that you will be reimbursed. If you wish to be reimbursed, it is important that you discuss these issues with your insurance company prior your first appointment.

## **Confidentiality**

Confidentiality is a cornerstone of the therapist-client relationship. The ethical standards of my profession require that our work remains confidential. This means that I cannot reveal any information about you, either verbally or in writing, to anyone else without your written permission. In general, the privacy of all written and oral communications between a therapist and client is protected by law.

There are a few exceptions to confidentiality which are summarized below:

- Child Abuse or Elder Abuse. I am mandated by law to report cases of suspected child abuse (of children and youth under age 18) and elder abuse (of adults over age 60) to the appropriate

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authorities. The purpose of the mandated reporting laws is to protect the public from predators, who tend to be repeat offenders.

- Suicide. If you are in imminent danger of killing yourself, I will need to breach confidentiality in order to keep you safe. This may include informing your family member(s) or taking action to see that you are admitted to a hospital.
- Homicide. If you disclose to me that you are planning to kill someone, I am required by law to inform the police, inform your intended victim(s), and inform any other necessary individuals in order to prevent loss of life.
- As mandated by law. For example, if I receive a subpoena, I may be required to submit your records as part of a legal proceeding.

These situations are relatively rare. If a similar situation occurs in your case, I will make every effort to discuss it with you fully before taking any action.

### **HIPAA**

The Health Insurance Portability and Accountability Act (HIPAA) is a federal law that provides privacy protections and client rights with regard to the use and disclosure of your Protected Health Information (PHI) used for the purpose of treatment, payment, and health care operations. HIPAA requires that I provide you with a notice of privacy practices for the use and disclosure of PHI for treatment, payment, and health care operations. The HIPAA notice is in a separate document, which is available on my website in the “forms” section. Please print out a copy of the HIPAA notice for your records. Alternatively, I can provide you with a copy of the notice at our first meeting.

### **Signature**

Your signature below indicates that you have read this document and agree to abide by its terms during our professional relationship. Your signature also serves as an acknowledgment that you have received the HIPAA notice described above.

\_\_\_\_\_  
Signature of Client

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client's Name (please print)

\_\_\_\_\_  
Client's Date of Birth