

Jessie McDonald
2/65 Mary Street, Noosaville

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Website: jcmpsychology.com

Medicare Provider Number: 5874565F
ABN: 38226689538



PRIVACY AND INFORMATION FORM

Psychological Service

We respect your privacy and confidentiality. As a part of providing a psychological service, your psychologist and the staff at JCM Psychology (incl. external administrative services provided by HALO Practice Management) will collect and record personal information that is relevant to your situation. This collection of personal information is a necessary part of psychological assessment and treatment. All of your information is stored confidentially in a password protected database by the JCM Psychology team.

A detailed description of how your personal information is managed, how you may access the information recorded in your file, and how to lodge any complaints about this service is available upon request, subject to the exceptions outlined in the National Privacy Principle 6.

Confidentiality

All information disclosed to your psychologist (and/or the JCM Psychology team) during the provision of the psychological service will remain confidential and secure, with the following exceptions:

1. If information is subpoenaed by a court of law, or
2. If you are believed to be at risk of harm to yourself or others, or if someone else is deemed to be at risk of harm, or
3. If you provide consent for information to be shared with another person or agency (e.g., a parent, case manager, or employer), or
4. As directed by State or Federal Law.

Fees

JCM Psychology strives to provide high quality psychological services to all persons and is committed to keeping fees less than the Australian Psychological Society recommendation. The *out-of-pocket* fee is \$110.45 for those with a valid Mental Health Treatment Plan (\$240 upfront fee with a rebate of \$129.55 from Medicare). Alternatively, private health fund rebates may be available through your provider. Our standard sessions run for 50-minutes.

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Cancellation and Discharge Policy

With session times in high demand, we require at least one full business days (24 hrs) notice if you need to cancel or reschedule your appointment, or the full fee will be charged. Should there be 2 non-attendances without cancellation or prior notice (without valid reason), clients may be discharged from the service and a discharge letter will be sent to the referring doctor.

Informed Consent form for face-to-face sessions during the COVID-19 pandemic

JCM Psychology is taking precautions to support safety during the COVID-19 pandemic. Please read the information below carefully concerning the risks of continuing in-person services and let me know if you have any questions. When this document is signed, it is considered an official agreement between us.

If there is an increase in health risk, including a spike in COVID-19 cases or other pandemic related concerns, we may choose to return to sessions via telehealth where appropriate and clinically relevant. You understand that by continuing in-person services in a shared office environment, you are assuming a risk for potential exposure to the virus. Jessie will continue to practice social distancing, wear a mask and use regular hand sanitisation in session to reduce the risk of exposure.

As a part of continuing in-person services, you agree:

- To alert me of any possible symptoms you have experienced, within the 10 days prior to your appointment;
- To advise me if you are unwell or have been in contact with a COVID positive case before your appointment, and we will reschedule your appointment or make it telehealth if possible;
- To take relevant precautions to minimize exposure to COVID-19, and keep everyone safe.

If you have any queries about what we are currently doing to ensure we maintain an optimal level of safety, please do not hesitate to discuss these efforts with me. For the interim period, we encourage and welcome all clients to access their psychology sessions via telehealth (if appropriate).