

Vicki Sween, MA, LMHC

4510 Thackeray PL NE
Seattle, WA 98105
206-300-2151

Vicki@WholeLifeTherapy.org

WSDOH Licensed Mental Health Counselor LH 6172462

NPI#: 1487074217 UBI#: 603309968

There are times when the support of therapy is needed or wanted, but for various reasons, in-person sessions may not be practical or possible. Psychotherapy sessions via telehealth using a HIPPA safe platform are offered as possible alternative to meeting in the traditional in-person setting.

The option of meeting via video-conference will be discussed in advance, will be subject to an evaluation for clinical appropriateness, and will require you the patient to have access to reliable internet and a computer/smart phone in a secure private setting.

As we consider this format together, it's important you are aware of potential risks with video-conferencing and the steps we can take to mitigate them:

MODALITY & PRIVACY

- Teletherapy sessions will be conducted via video-conferencing using the online platform doxy.me, which incorporates HIPPA protocols to protect your privacy, *You will need a secure internet connection, and a webcam or smartphone during the session.*
- Prior to our appointment, you will receive an email with a link to access a video-conference session. Click on the link provided to be placed in a private virtual 'waiting room'. I will activate the call at the time of our appointment.
- A BAA (Business Associate Agreement) provided by doxy.me outlining HIPPA protocols is available upon request.
- As with in-person sessions, confidentiality is a priority. Our teletherapy session will NOT be recorded unless explicitly agreed upon and documented in writing. This means neither you nor I will record our conversation without the other's permission.
- It is important to be in a quiet, private space that is free of distractions (including cell phone or other devices) during the session. I may ask you to use your smart phone/webcam to scan your surroundings to demonstrate you are in a private, confidential setting.
- It is important to use a secure internet connection rather than public/free Wi-Fi. I use a password protected network and ask that you to do the same.

CANCELLATIONS

- As with in-person sessions, it is important to be on time. If you need to cancel or change your tele-appointment, do let me know as soon as possible.
- As with in-person sessions, a 48-hour notice of cancellation is needed to avoid a late cancellation fee of \$105.00.

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CONTINGENCY

- We will have a back-up plan in the event of technical problems.
- We will also review your emergency contact and the closest emergency room to your location, in the event of a crisis situation.

INSURANCE & BILLING

- Fees for teletherapy services: 54-56 minute teletherapy session: \$150.00
- Insurance companies may or may not authorize payment for teletherapy/telemedicine. It is important to confirm with your insurance company if telemedicine/teletherapy is included in your plan.
- As with sessions delivered in-person, I will courtesy bill/ submit claims to insurance for sessions conducted via teleconferencing.
- If telemedicine/teletherapy is not covered by insurance, the full fee is the responsibility of the patient.

DURATION

- Teletherapy sessions are 54-56 minutes in length.
- At anytime, as your therapist, I may determine teletherapy is no longer appropriate and recommend we resume our sessions in-person or suspend meeting until we are able to do so.

AGREEMENT AND CONSENT

I have been provided a copy of this disclosure statement, have read and understand the information in it and agree to the policies described. My questions have been addressed, and I consent to teletherapy sessions with Vicki Sween, MA, LMHC.

Client

signature: _____

Client name

Vicki Sween MA, LMHC

(print): _____

Date: _____

Date: _____