



Legacy Health and Wellness

850 Mill Street, Suite 200
Reno, NV 89502
Ph 775-562-1115 Fax 775-562-1116

Client Information

Last Name _____ First _____ Middle _____
DOB ____ / ____ / ____ Age _____ Gender: _____
Social Security Number _____ - _____ - _____
Marital Status: __ Single __ Married __ Divorced __ Widowed Race: _____
Mailing Address _____ City _____ State ____ Zip Code _____
Home Phone _____ Mobile Phone _____
Primary Phone to Contact: __ Home Phone __ Mobile Phone
Email _____
Employer _____ Occupation _____
Work Address _____ City _____ State ____ Zip Code _____

Parent/Guardian Information

If Patient is a Minor (under the age of 18), please complete the following

Parent/Guardian Name _____ DOB ____ / ____ / ____
Parent/Guardian Relationship to Patient: _____ Gender: _____
Mailing Address _____ City _____ State ____ Zip Code _____
Home Phone _____ Mobile Phone _____ Work Phone _____
Employer _____ Occupation _____

Emergency Contact(s)

Name _____ Relationship to Patient _____
Home Phone _____ Mobile Phone _____ Work Phone _____
Name _____ Relationship to Patient _____
Home Phone _____ Mobile Phone _____ Work Phone _____

Date of Service _____ Clinician _____



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Insurance Information & Financial Responsibility Statement

All client-pay portions are estimates based on the information provided to Legacy Health and Wellness by the client and his or her insurance carrier. The client/guarantor must understand that having an insurance benefit does not guarantee payment. The insurance carrier makes the final decision as to whether payment will be made after it receives and reviews the claim. When a client is treated at Legacy Health and Wellness, Legacy Health and Wellness' staff contacts the client's third-party payor to check insurance and as a courtesy, will bill the client's insurance carrier for applicable services.

The client/ guarantor is responsible for all outstanding balances, should the insurance company fail to pay all or any part of the charges. Legacy Health and Wellness staff must be informed of all insurance coverage prior to the first visit. Any non-payment as a result of the client's /guarantor's failure to provide insurance information prior to the first visit is also the client's/guarantor's financial responsibility. It is the client's/guarantor's responsibility to ensure that all insurance premiums, dues, and COBRA payments are current throughout the client's treatment at Legacy Health and Wellness. Any payment denied by the insurance carrier for services provided is the financial responsibility of the client/guarantor.

The client's insurance coverage is a contract between the client and insurance carrier - not between Legacy Health and Wellness and the insurance carrier. As such, the client should be aware that their insurance policies often change. It is the client's sole responsibility to know his or her coverage. Any costs due to a change in the client's insurance policy is the sole responsibility of the client/guarantor.

The client understands that certain services may not be covered by insurance and will be the direct financial responsibility of the client/guarantor (court preparation, testimony, letters, forms completed outside of session, consultations on the client's behalf, court evaluations, etc.)

The client acknowledges that Legacy Health and Wellness will bill third party payors (and work toward treatment authorizations) on the client's behalf understanding that Legacy Health and Wellness will release certain information to the insurance company of record pertaining to the treatment, treatment plan, diagnosis, progress, prognosis, etc. in order to obtain authorizations and to bill for services rendered. The client authorizes third party payors to make payments for services directly to Legacy Health and Wellness.



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Primary Insurance

Secondary Insurance

Insurance Co Name _____
Ins. Phone# _____
Copay _____ Group ID # _____
Member ID # _____
Address _____
City _____ State _____ Zip _____

Insurance Co Name _____
Ins. Phone# _____
Copay _____ Group ID # _____
Member ID # _____
Address _____
City _____ State _____ Zip _____

Policy Holder Information

Policy Holder Information

Policy Holder Name _____
DOB ____ / ____ / ____ SS# _____
Relationship to Patient: ___Self ___ Spouse ___
Parent/Guardian ___ Other: _____
Mailing Address _____
City _____ State _____ Zip _____
Home Phone _____
Mobile Phone _____
Employer _____

Policy Holder Name _____
DOB ____ / ____ / ____ SS# _____
Relationship to Patient: ___Self ___ Spouse ___
Parent/Guardian ___ Other: _____
Mailing Address _____
City _____ State _____ Zip _____
Home Phone _____
Mobile Phone _____
Employer _____

Client's Name: _____

By signing below, I, _____ acknowledge the information provided to Legacy Health & Wellness and its authorized representatives is true and correct, understand that I am financially responsible for all charges for all medical services rendered to the above named patient, and that I have read, understand and agree to all of the terms of this Financial Responsibility Statement.

Signature: _____ Date: _____
Client/Legal Guardian/Parent if client is a minor

Legacy Representative: (Please Print): _____

Legacy Representative Signature: _____ Date: _____



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Client Rights

As recipients of services from Legacy Health and Wellness, you are entitled to the following rights:

- To receive services without regard to your race, color, religion, sex, age, marital status, national origin, veteran’s status, or disability.
- To be treated with respect, consideration, and dignity.
- To receive prompt, appropriate treatment and services, in accordance with the laws and standards governing the health care industry.
- To inquire and learn about the professional skills and qualifications of those who will provide your services.
- To participate in the planning and periodic review of your individual treatment plan.
- To be informed about available treatment options and the effectiveness of any such options.
- To have your conversations and communications with your provider remain confidential, to the extent permitted by laws and professional standards.
- To receive a copy of your medical record, in accordance with our policies and procedures.
- To sign an informed consent if you desire to participate in any clinical services.
- To receive information about the methods available to file a complaint or grievance regarding our provision of services to you and know that you will not be retaliated against for filing any such grievance.
- To receive a copy of your rights at any time.

Client’s Name: _____

By signing below, I, _____ acknowledge that Legacy Health and Wellness has provided me with the Bill of Rights written above and that I have reviewed and understand all of the terms therein.

Signature: _____ Date: _____
Client/Legal Guardian/Parent if client is a minor

Legacy Representative: (Please Print): _____

Legacy Representative Signature: _____ Date: _____

To file a formal grievance, contact:
Rande Paige, Director
Legacy Health & Wellness
2921 N Tenaya Way
Las Vegas, Nevada 89128
Office: 702-942-1774 Fax: 702-942-1773



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Informed Consent

Name of Client: _____ Date of Birth: _____

Treatment Approach. Treatment services may consist of initial assessments, individual, couple, family and group therapy, recreational therapy, role play, drama, evaluation, art, play, other projective therapy, and milieu behavioral therapy. Issues identified for treatment may include grief and loss, anger management, adjustment disorders, self-esteem, family separation, reunification, depression, mood disorder, post-traumatic stress, anxiety, as well as others identified in the Treatment Plan.

Participation in Treatment. As a client of Legacy Health and Wellness, you have the right to be involved in the development of the Treatment Plan, which will identify specific goals, objectives and various therapeutic interventions to help resolve your/your child's progress. Keep in mind that progress occurs at different rates for different individuals and symptoms may initially increase when addressing painful issues. However, if at any time you are experiencing significant distress or are dissatisfied with your/your child's progress or the services you or your child are receiving, it is important to discuss this with your treatment provider. We also ask that you do not terminate treatment without a final meeting with your provider to ensure appropriate closure and to provide you with any necessary referrals.

Length of Treatment. Projected time to complete the treatment process is determined by the client's progress and assessed on an individual basis.

Progress Measures. Documented improvement toward goals identified in the initial Treatment Plan as well as the measurable objectives in the plan, will be used to measure progress.

Benefits. General Benefits which can reasonably be expected: Improved self-esteem, social skills, emotional well-being, and/or increased ability to express needs and wants from others.

Risks. Potential risks of treatment: Your/your child's behaviors may get worse before getting better. There may be discussions of topics that are emotionally difficult. There may be no improvement of behavioral or emotional issues and relationships with the family and/or a need for further treatment in another setting may be recommended.

Discharge. The discharge process will be developed between you and your therapist and if the client is a minor, the legal guardian for the child will also be involved in conjunction with the Legacy treatment team. The completed plan will include your agreement and signature.

Implications of Diagnosis. In order to receive treatment, a diagnostic evaluation will be conducted and an appropriate diagnosis assigned. This diagnosis and all tests, reports, and notes will become part of a clinical record.

Confidentiality. Privacy and confidentiality are both rights which are protected by state and federal laws. Therefore, all information disclosed in session will be kept strictly confidential unless you provide written authorization to release information. However, Legacy Health and Wellness is mandated by law to disclose confidential information to appropriate authorities under the following circumstances: 1) when there is reasonable suspicion of abuse or neglect of a dependent elder or minor child; 2) when a court order is issued for records; 3) when the client or another is in clear and immediate danger. If you or a child who is a minor threatens to harm self, someone else, or the property of others, your treatment provider is required to call the proper authorities and to take reasonable steps to warn the potential victim and prevent the threatened harm. In these cases, only the minimal amount of information necessary will be shared with the appropriate family members or authorities to ensure your or your child's safety and that of others. Additionally, when submitting claims to Medicaid or other insurance carriers, information such as presenting symptoms, diagnosis and treatment progress must be included in order to have services authorized.

Protected Health Information: In the course of treatment, information regarding your care may be created and/or received by us. Information which can be used to identify you and which relates to your past, present or future physical or mental condition, receipt of care or payment for care is considered protected information and is protected by federal and state law. Federal law imposes certain obligations and duties upon providers of services with respect to your protected information. Specifically, we are required to:

- Provide you with notice of our legal duties and policies regarding the use and disclosure of your protected information;
- Maintain the confidentiality of your protected information in accordance with state and federal law;
- Honor your requested restrictions regarding the use and disclosure of your protected information, unless under the law we are authorized to release your protected information without your authorization;
- Allow you to inspect and copy your protected information;
- Act on your request to amend protected information within thirty (30) days and notify you of any delay which would require us to extend the deadline by an additional thirty (30) day period;
- Accommodate reasonable requests to communicate protected information by alternative means or methods; and
- Abide by the terms of this notice.

Treatment Providers. The clinical staff at Legacy Health and Wellness is comprised of Licensed Marriage and Family Therapists, Licensed Clinical Social Workers, Licensed Clinical Professional Counselors, and Licensed Interns. All clinicians including interns, hold a Master's degree or higher and are currently licensed by their respective state boards. Additionally, Licensed Interns receive supervision through supervisors approved by the Nevada Board of Examiners. Legacy Health and Wellness maintains a Medical Director that offers crisis assessment for acute hospitalizations. The professional level of the provider assigned to you or your child is dependent upon the needs of the individual and family.

Right to Refuse. Unless under court order, as an adult client or as a legal guardian you have the authority and legal right to refuse treatment. The consequences of refusing the services outlined by this agency in the Treatment Plan will be explained verbally and in writing to you at the time of refusal and alternative interventions will be discussed with you. Refusal of services for treatment will be documented in the clinical record.

Fee for Service. Legacy Health and Wellness accepts Medicaid and non-Medicaid Insurances. Upon application for services, Legacy will check your eligibility for services. If eligible for Medicaid funded insurance, all fees for services will be paid by Medicaid and there will be no charges, deductibles or co-pays that you or your child will be required to pay. If you are covered by a non-Medicaid insurance, a co-pay may be required depending on your insurance benefits.

Appointments/Cancellations. Legacy Health and Wellness strives to provide you the best personalized care available and we are dedicated to help you meet your therapy goals. Appointments are mutually arranged between you and the treatment provider. For treatment to be most effective, attendance and participation should be regular and consistent. We realize that there are times when unforeseen circumstance makes it impossible to attend your schedule appointment. If you are unable to keep your appointment, please contact the provider at least 24 hours in advance so we can reschedule your appointment and open that time slot for another client. You may leave a message at 775-562-1115, if you are calling after hours. Failure to show or call to cancel a scheduled appointment and/or cancelling or rescheduling multiple times will result in removal of any future appointments scheduled. You will either be put on your therapist's wait list or need to schedule future appointments weekly.

After Hours Emergency Contact Procedures. Legacy Health and Wellness has an afterhours answering system in order for clients to leave a message, which will be responded to the next business day. To leave a message, please call our office at 775-562-1115. However, in the event of an emergency, calls should be directed to the local emergency center by calling 911 or the community emergency resources that have been given to you.

Text Appointment Confirmations

By enrolling in text appointment confirmations, you are authorizing Legacy Health and Wellness to send text message appointment reminders to you on your provided cell phone number. You also agree that all individuals associated with your account may receive alerts referencing appointments. Text message charges from your cell phone carrier may apply. Data obtained from you in connection with the text message system may include, but not limited to, your name, address, cell phone number, future appointment dates and times. Legacy Health and Wellness is not liable for any delays that may be experienced during the transmission of any messages, as delivery is based on the speed and effectiveness of your wireless provider.

Text appointment reminders: Yes No Phone # to text: _____

Acknowledgement of Privacy Practices.

I have reviewed Legacy Health and Wellness Client Rights and Informed Consent and fully understand my rights. If I have any questions regarding these consent forms or about the services offered by Legacy Health and Wellness, I may discuss them with my therapist. I consent to participate in the evaluation and treatment offered to me by Legacy Health and Wellness. I understand that I may stop treatment at any time. I acknowledge that I have the right to access my health information and may request a summary of services received by completing a Health Record Request form. I am aware that I can

withdraw this consent at any time and that my consent is necessary for treatment services to be provided.

This document is to be signed by an adult having authority to consent to services provided to the client listed above (an adult Client, a legal guardian or the Parent of a minor).

This document provides the express written consent for the psychiatric, psychological and associated treatments that are offered by Legacy Health and Wellness.

This permission is given with the understanding that the goal of Legacy Health and Wellness is to facilitate improved functioning, healthy relationships and the development of effective coping mechanisms. Other specific goals will be fully described in the client's Treatment plan.

I, _____ acknowledge that the above information was explained to me during the intake process at Legacy Health and Wellness.

Client Name: _____

Signature: _____ Date: _____
Client/Legal Guardian/Parent if client is a minor

Legacy Representative: (Please Print): _____

Legacy Representative Signature: _____ Date: _____



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Additional Information

Please list members of your household (everyone living in your home - related or not) :

Name of Persons Living in the Home	Age:	Date of Birth:	Relationship to Client:

Siblings, parents or children who have moved out of the home or who are not living in the home:

Name of Person(s) Not in the Home:	Age:	Date of Birth:	Relationship to Client

Who referred you for services and/or why are you here for services? _____

When did the problem/s first start? _____

Does anyone you know receive services at this clinic? / Who? _____

If applicable, what is your relationship to this person? _____

Clinical History:

ALL previous mental health treatment: outpatient or inpatient, substance abuse or gambling:

Date/s	Reason/Type of Treatment	Doctor, Place, State?

List any medications you are taking for **mental health issues** only: Doctor _____

Medication	Dose	Frequency	Response	Start Date	Side Effects
	/mg				
	/mg				
	/mg				
	/mg				
	/mg				

List any medications you are taking for **medical issues** only: Doctor/s: _____

Medication	Dose	Frequency	For what condition	Start Date	Side Effects
	/mg				
	/mg				
	/mg				
	/mg				
	/mg				

Have you been diagnosed with a mental health disorder? Yes / No

Diagnosis	Doctor	Date, Place, State?

Family History: - For Adults and Children

List all family and then make a note of any major illnesses including symptoms: psychiatric, neurologic, alcoholism, drug abuse, suicide, suicide attempts, divorces and relationship issues:

Current Symptoms:

<input type="checkbox"/> Adjustment difficulties <input type="checkbox"/> Cultural issues <input type="checkbox"/> Academic problems <input type="checkbox"/> Death of <u>friend/family (circle)</u> <input type="checkbox"/> Violating the rights of others <input type="checkbox"/> Repeating actions often <input type="checkbox"/> Dependency in relationships <input type="checkbox"/> Fear of abandonment <input type="checkbox"/> Aggression / hurtful <input type="checkbox"/> Argumentative / defiant <input type="checkbox"/> Impulsive / reactive <input type="checkbox"/> Binge / excessive eating <input type="checkbox"/> Purposeful vomiting / purging <input type="checkbox"/> Poor eating / not eating <input type="checkbox"/> Sexual dysfunction <input type="checkbox"/> Sexual activity (child/teen) <input type="checkbox"/> Sense of detachment <input type="checkbox"/> Flashbacks to trauma <input type="checkbox"/> Frightening waking images <input type="checkbox"/> Nightmares <input type="checkbox"/> legal issues or involvement <input type="checkbox"/> Chronic physical pain <input type="checkbox"/> Financial stress <input type="checkbox"/> Physical abuse history <input type="checkbox"/> Emotional abuse history <input type="checkbox"/> Sexual abuse history <input type="checkbox"/> Victim of neglect <input type="checkbox"/> Runaway / disappearances <input type="checkbox"/> Domestic violence abuser <input type="checkbox"/> Asperger's disorder	<input type="checkbox"/> Trauma <input type="checkbox"/> High levels of anxiety <input type="checkbox"/> Shortness of breath <input type="checkbox"/> Trembling / shaking <input type="checkbox"/> Heart pounding <input type="checkbox"/> Fear of being around others <input type="checkbox"/> Panic attacks <input type="checkbox"/> Difficulty leaving the house <input type="checkbox"/> Nervousness <input type="checkbox"/> Excessive talking <input type="checkbox"/> Excessive activities <input type="checkbox"/> Rapid change of ideas <input type="checkbox"/> Low Self-esteem <input type="checkbox"/> High self-esteem <input type="checkbox"/> Elevated mood <input type="checkbox"/> Excessive energy <input type="checkbox"/> Depressed mood <input type="checkbox"/> Moodiness / irritability <input type="checkbox"/> Mental retardation <input type="checkbox"/> Lying <input type="checkbox"/> Truancy/no work or school <input type="checkbox"/> Loss of relationship _____ <input type="checkbox"/> Mood swings <input type="checkbox"/> Fire setting (# times _____) <input type="checkbox"/> Cruelty to animals <input type="checkbox"/> Theft / stealing <input type="checkbox"/> Homicidal (killing) thoughts <input type="checkbox"/> Suicidal (self-harm) thoughts <input type="checkbox"/> Sexual abuse perpetrator <input type="checkbox"/> Autism spectrum disorder	<input type="checkbox"/> Worthlessness <input type="checkbox"/> Loss of interest <input type="checkbox"/> Loss of energy <input type="checkbox"/> Feel persecuted <input type="checkbox"/> Paranoia (fear of others) <input type="checkbox"/> Hallucinations <input type="checkbox"/> Caffeine use <input type="checkbox"/> Nicotine use <input type="checkbox"/> Drug use (not prescribed) <input type="checkbox"/> Alcohol use <input type="checkbox"/> Forgetfulness <input type="checkbox"/> Confusion <input type="checkbox"/> Poor memory <input type="checkbox"/> Poor attachment <input type="checkbox"/> Encopresis (soiling) <input type="checkbox"/> Enuresis (wetting) <input type="checkbox"/> Hyperactivity <input type="checkbox"/> Distractibility <input type="checkbox"/> Learning disorder <input type="checkbox"/> Gambling <input type="checkbox"/> Suicide attempts <input type="checkbox"/> Tantrums, length: _____ <input type="checkbox"/> Poor sleep (not enough) <input type="checkbox"/> Excessive (too much) sleep <input type="checkbox"/> Cutting self <input type="checkbox"/> Burning self <input type="checkbox"/> Head banging <input type="checkbox"/> Other injuries to self <input type="checkbox"/> Developmental disability
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Please place a number 1, 2 and 3 next to the items checked above to indicate the areas of MOST concern.

Additional information pertaining to the issues identified above:

*If this form is completed on behalf of a child or adolescent or another person, please tell us the **Name of the person completing this form:** _____

**If client is a minor child, please list either biological parents below or guardian/s if the child is not in parent's custody. Guardians, you will need to submit an official document detailing your custody in order to schedule an appointment. Without such document, we will be unable to schedule your child.*

Please note who has LEGAL custody and who has PHYSICAL custody:

Circle:

Guardian: _____ Relationship: _____ Custody: legal or physical

Guardian: _____ Relationship: _____ Custody: legal or physical