



***Welcome to Counseling with Julie Olson, PhD! It took courage to come here and I acknowledge your strength and wanting to make a positive change in your own life.***

***Please fill out the form. Everything is confidential.***

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_

How you found us: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Home Phone:	OK to call & leave a message Yes No	Best time to call you at home?
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Email	:	Cell:	OK to call during work hours? Yes No	hours
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Work Phone:	OK to call and identify/leave message Yes No	
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Address:	City:	State:	Zip:	
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# Symptom Check List --

Please circle/check how  
you have been feeling for  
the last 3 weeks or more

Feel down/ Depressed  
Not interested in doing  
fun things anymore  
Weight change: ☐ more  
☐ less  
Appetite change: ☐  
more ☐ less  
Sleep change: ☐ more  
☐ less  
Feeling worthless  
Fatigue/exhaustion  
Feel worthless  
Feel guilty  
Poor concentration  
Indecision  
Crying spells  
Thoughts of death  
Thoughts of suicide  
Suicide plan  
Suicide attempt before

Anxious  
Heart palpitations  
Sweating  
Trembling  
Shortness of breath  
Choking  
Chest pain  
Nausea  
Diarrhea  
Dizziness  
Faintness  
Too shy  
Too worried  
Indecisive  
Controlling  
Have trouble making  
friends  
Poor eye contact

Can't make friends for long  
Preoccupied /obsessed  
Don't like change/Inflexible  
Like to repeat behaviors  
Line up objects

Numbness  
Tingling  
Chills  
Hot flashes  
Other fears  
Nightmares  
Night terrors  
Bite nails  
Don't like to leave home

Bad nightmares  
Feel like I'm "re-  
experiencing" something  
scary that happened  
Hyper-aware of  
environment  
Jumpy/Easily startled  
Fear of dying

History of:  
Physical abuse  
Sexual abuse  
Emotional/Mental abuse  
Neglect  
CPS or APS  
involvement

Use drugs  
☐ Marijuana  
☐ Speed  
☐ Opiates / Opioids  
☐ Prescription drugs  
☐ drink alcohol  
Rarely or Never  
1-3 drinks a week  
1-3 drinks a night  
4+ drinks a night  
Have tried to cut down  
but can't  
☐ Use tobacco

Pick at self  
Pull hair out  
Obsessed with calories  
Exercise 3 hours or  
more daily  
Don't want to eat  
Binge  
Throw up  
Use laxatives for weight  
-loss  
Feel fat  
Feel ugly/  
unattractive

Do you have worries,  
thoughts, images,  
feelings, or ideas that  
bother you?

Do you have to check  
things over and over  
again?

Do you have to wash  
your hands a lot, more  
than most kids?

Do you count to a  
certain number or do  
things a certain  
number of times?

Do you collect things  
that others might throw  
away (like hair or  
fingernail clippings)?

Do things have to be  
"just so"?

Are there things you  
have to do before you  
go to bed?

fear of dirt or germs

fear of contamination

a need for symmetry,  
order, and precision

religious obsessions

preoccupation with  
body wastes

lucky and unlucky  
numbers

sexual or aggressive  
thoughts

fear of illness or harm  
coming to oneself or  
relatives

preoccupation with  
household items

intrusive sounds or  
words

Fast ideas/thoughts  
Big plans for future  
Lots of energy  
Feel I can do anything  
Agitation/Fidgety  
Can't pay attention  
Can't listen  
Won't finish things  
Distractible  
Disorganized  
Forgetful  
Hyperactive  
Fidgety  
Can't stay in seat  
Noisy  
Can't sit still  
Talk excessively  
Impulsive

Interrupts  
Lose temper easily

Feel like I'm going crazy  
Things don't make sense  
See things that other  
people don't see  
Convinced people will hurt  
me  
Confused  
Uses strange words  
Weird behavior  
Show no emotion  
Life feels unreal  
Feel detached from self  
Fear of losing control  
Suspicious

Concerned about my  
health status

Concerned about my work  
or school

Concerned about my  
personal relationship

Concerned about my  
family, especially  
My parents  
My children  
My grandparents  
Another relative

Feel grief from losing  
someone

*My greatest fear is:*

*My greatest failure is:*

*My greatest success is:*

*Anything else you want to  
say:*



## Consent and Confidentiality

I, **Julie Olson, PhD PSY14768**, offer psychotherapeutic services in accordance with California State Law.

My promise to you: I will use the most effective and efficient therapeutic methods known for your issues in the shortest amount of time. I am here to serve you and will not do anything to jeopardize your success. I am bound by law to report any mention of child abuse, elder abuse, or suicidal plans or homicidal *plans* to the police. My promise is to help you out of those thoughts before we need to call the authorities, if those thoughts should occur.

### Expanded information

California Law requires the therapy relationship to be both professional and confidential. What is revealed in this setting is protected by legal, professional, and ethical standards such that, with a few important exceptions, all material is confidential and not released without your written consent. Ethically and legally, however, if there is a reasonable possibility of harming others or yourself; then as a psychotherapist, I am responsible to inform others, in order to protect them or yourself.

Also, the State of California requires that if there is a reasonable possibility of **child abuse or elder abuse**, this must be reported to the proper protective service immediately. There is no statute of limitations according to California law, so conceivably a report might be required for an instance of abuse that occurred many years ago even if it is no longer occurring. Depending on the exact circumstances, this could result in an investigation of that possibility. Any investigation would determine if the law has been broken and if legal action is warranted.

If you come in as a couple, I do not hold secrets from each party and will not be a court witness in the case of divorce.

## General Office Policies

**Fees:** You can use your credit card, ATM, cash, or check for your appointments. You will be given a superbill which you can submit to your insurance for “out of network” payments once you have met your deductible, if you have insurance with mental health benefits. Please fill out the Electronic Payment Form.

**Appointments:** Services are provided by appointment only. Your scheduled appointment time is reserved specifically for you. While one hour is typically scheduled for an appointment, you will only be seen for 45-50 minutes. The remainder of the time is used for business and to maintain your clinical records.

**Phone calls:** I am available to return phone calls Monday through Friday between the hours of 9AM and 7PM. If you leave a message for me and I do not respond within four hours, please call again to ensure that my phone system is working properly. When phone consultations are necessary and they last more than ten minutes, you will be billed for the time if you are needing a call back from me after hours, I will need to charge a dollar a minute for every minute over 10 minutes. Texting is the best way to get a hold of me quickly.

If you need to make more than occasional calls that are other than scheduling related, I may encourage you to increase the amount of time we have together in the office. I have found this to be the best way to address my clients’ needs. You will not be billed for routine scheduling or information calls. In the case of a dire emergency, please call your own medical doctor or go to the nearest emergency room.

*I cannot talk with a spouse or relative regarding your bill or clinical issues unless you have signed saying it is okay to do so.*

**I grant permission to Dr. Olson to discuss my bill with the following person(s):**

\_\_\_\_\_phone\_\_\_\_\_

**Cancellations:** Normally, appointments cancelled with less than 24 hours notice will be charged at the regular fee we have agreed upon. If an emergency arises and you cannot keep your appointment please call/text me so that we can discuss



the possibility of rescheduling. Except in the case of severe illness or family emergency, if we are unable to reschedule your appointment within the same week, you will be charged our agreed upon fee.

**Termination:** When it is time for therapy to end, it is important to complete the last sessions. These last sessions are an important part of the therapeutic process. If you decide at any time that you want to terminate, please inform me so we can discuss the process. You can always return in the future if you want to.

**Fees:** our agreed upon fee is ~~\$195~~ 125.00 for a 50 minute session.

**Other services:** charges for other visits, such as hospital visits, consultations with other therapists or medical professionals, home visits, and court-related services will be based on the time involved in providing the service. I can also do email or skype-type of video counseling.

**Commitment:** *I encourage you to make a commitment to yourself that you are willing to work hard and honestly with yourself and me to make the most of your sessions. Please do not hesitate to ask any questions about therapy, the process, my experience and qualifications, risks and benefits of therapy or any other concerns you may have. I look forward to working with you.*

Your signature below indicates that you understand and agree with the confidentiality and limits of confidentiality as well as the general office policies of Julie Olson, PhD, a Psychological Professional Corporation.

**I agree to consent to treatment and understand the policies and law.**

Adult Client's signature

\_\_\_\_\_ Date \_\_\_\_\_

If you bring in someone with you to therapy, they need to fill out their own form.

**Emergency Contact Information:**

Person to call in case of emergency: \_\_\_\_\_ phone \_\_\_\_\_

## ELECTRONIC PAYMENT AUTHORIZATION

Please indicate the form of payment you wish to use for any services rendered through this practice. The following forms of payment are accepted: **Visa, MasterCard, or ATM**. This information will be securely stored in your clinical file and may be updated upon request at any time. Please be aware that transactions will appear as "Julie Olson, Ph.D." on your insurance, bank or credit card statement.

Client Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Payor Name (Self, Spouse, parent, etc): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Email: \_\_\_\_\_ Want receipt emailed? Yes \_\_\_\_\_ No \_\_\_\_\_

### Credit/Debit Card Information:

Card Type (**circle or underline one**): Visa, MasterCard

Name on card: \_\_\_\_\_

Address of name on card if different than the address above:

\_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_ / \_\_\_\_ Last three numbers on back: \_\_\_\_\_