

**NEW CLIENT
WELCOME PACKET**

*What to expect when you or
your child is in therapy*

Please review this information to gain insight into our therapy process, frequently asked questions, and policies and procedures.

A photograph of a beach at sunset or sunrise. The ocean waves are breaking onto the shore, creating white foam. The word "WELCOME" is written in the sand in the foreground, with the letters formed by small twigs or sticks. The sky is a clear, light blue.



Welcome to Great South Bay Therapy, LCSW PC

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Great South Bay Therapy

631 472-2629

www.gsbtherapy.com

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 Life's problems are like waves on the beach.
They will come, but in time they will go.

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A message from our Co-Founders

Thank you for choosing Great South Bay Therapy! We specialize in providing evidenced based, solution focused, and strictly confidential therapy for children, teens, young adults and the people that care for them.

Over the last year we have opened a beautiful fourth office location and added several talented clinicians to our team. We now have 11 therapists working between our Sayville, Bayport, West Islip, and Garden City locations. Great South Bay Therapy, LCSW PC is a private group practice committed to the highest quality of mental health care.

Our group owners and clinical directors - Kimberly Hession, LCSWR and Jennifer Flanagan, LCSWR have been in practice for over 25 years and have a passion for promoting mental wellness. Please call us anytime if you would like additional information about our services.

Our clinical team includes licensed social workers, mental health counselors, and marriage and family therapists who offer a variety of specialties and have advanced training in many areas of mental health. Included in this packet is an overview of some of our collective specialties, treatment modalities, and certifications.

To learn more about us, please visit us on our website at www.gsbtherapy.com or search our profiles on Psychology Today. To schedule an intake please call our office at 631 472-2629 or email us at info@gsbtherapy.com.

We are in network with major insurance plans (varies by therapist) such as Aetna, 1199, Cigna, UHC, Oxford, UMR, Magnacare (some plans), Northwell Direct (Brighton Health Plans Solutions) and more. We work with families to access out of network benefits for BCBS, NYSHIP, Empire and other major plans. See our section on insurance benefits for more information

Contact Us

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Billing Inquiries	631 472-2629	billing@gsbtherapy.com
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Samantha Triani, LMSW	631 619-3098	samtriani@gsbtherapy.com

Communicating with your therapist

Please see below for our policies and procedures for communication with your therapist between session:

- **What is the best way to get in contact with my therapist?** Our therapists use various means of communication including email, phone calls and texts. You are welcome to use your preferred method. These means of communication are predominantly used for appointment confirmations, rescheduling, cancellations and for notice of arrival at the office.
- **What if I have something to share with my therapist between sessions?** You are welcome to share information with therapists between sessions however therapists are not often able to respond other than to acknowledge the message and plan to discuss during sessions.
- **What if I am having a crisis and want to talk to my therapist?** Your therapist *will not* be available for emergencies or crisis. If you have an urgent matter to discuss, please contact the main office at 631 472-2629 and your call will be returned by a supervisor within 24hrs. If you have an emergency, you will need to proceed to your nearest emergency room, call 911, a hotline number, or visit an urgent care setting (*see list of emergency resources in this packet).
- **What do I do if I see my therapist in public?** Although we would love to say hello, it may seem like your therapist is ignoring you in public. As per our privacy policy, your therapist cannot approach you in public because it puts your confidentiality at risk. However, as the client you are welcome to approach the therapist and provide a signal for contact if you are open to public communication. For your privacy, this is not recommended.

****For information about communications regarding children and minors in therapy, please refer to our section on policies for children and minors.****



Locations and Directions

Sayville Office

22-30 Railroad Ave
Sayville, NY 11782

- ❖ Our Sayville office is located in downtown Sayville. Please use municipal lots for parking. Once you arrive, just open the door and walk up the stairs where there will be a waiting room. You may text your therapist that you have arrived and they will come and get you at the end of their previous session.

Bayport Office

972 Montauk Hwy
Bayport, NY 11705

- ❖ Parking for the Bayport office is on site. Handicap accessible parking is available. Once you arrive, just enter the waiting room through the front door and use the buzzer system to alert your therapist to unlock the door to the waiting room. Once inside, have a seat in the waiting room area. You may also text your therapist and they will come and get you once their previous session has ended.

West Islip Office

325 Sunrise Hwy
West Islip, NY 11795

- ❖ Parking for the West Islip office is on site. Handicap accessible parking is available. Once you arrive you may text your therapist and you may enter the building once their previous session has ended.

Garden City Office

950 Franklin Ave
Garden City, NY 11530

Located inside Moss Wellness Workspace

- ❖ Our new Garden City office is located on the Lower Level at 950 Franklin Avenue. The entrance is located in the back by the municipal parking lot.
 - Once you have parked you can enter through the black doors at 950 Franklin Ave.
 - Once inside there is an elevator to your left. There will be a sign for Moss Wellness Workspace.
 - Take the elevator to the Lower Level (LL)
 - Once you enter the lobby you will need to text your therapist that you have arrived.
 - There are restrooms available in the lobby. The passcode to access the restroom keypad is 1111 for both of them.
 - You do not need to check in on the digital board at this time. Simply call or text your therapist and they will come greet you in the lobby.
 - Please do not allow children to touch any of the art of moss walls in the lobby.
 - This is a shared office space with many other professionals. See note about Moss Wellness Workspace below.

A note about Moss Wellness Workspace: This workspace is home to several independent health and wellness providers. Great South Bay Therapy, LCSW PC is not affiliated with any of these businesses. Please understand that it is a shared space for small businesses. All Great South Bay Therapy, LCSW PC clients must wait in the designated lobby as co-working desks are not available for our use.**

Minor Children:

Children under the age of 17 must be accompanied by an adult for drop off/pick up. Parents/guardians should plan to arrive 10 minutes before your scheduled session and return 5 minutes prior to the end of the session. Parents should come down to the lobby to wait for their child unless otherwise discussed.

Scheduling & Intake Procedures

Scheduling your first appointment:

- **Step 1:** Please call our main office number at 631 472-2629 or email us at info@gsbtherapy.com and let us know your name, reason for call, benefits, and which location and/or therapist you are calling about.
- **Step 2:** You will receive a call back or email with information about available appointments, fees and insurance, and most importantly, if we are the appropriate level of care you are looking for. This may take 24-48 hrs during times of high volume.
- **Step 3:** If we have an opening for you or your family member, we will ask for your full name, contact number, and email address. You will be provided with a day and time of your intake appointment. Additional details will be emailed to you for confirmation from our admin team. The email will come from hello@gsbtherapy.com and will include details about your appointment, fees/insurance payments, directions to our offices (or telehealth link) and the name and contact number for your therapist should you need to make any changes.
- **Step 4:** If your benefits need to be verified, you will be asked to respond to the email with a copy of your insurance card. Our billing team will contact your provider and verify benefits (**our billing team will do their best to verify your benefits however, accurate benefit information is ultimately the responsibility of the member*)
- **Step 5:** You will also receive an email from Intake Q. This is a secure system where you can complete all intake paperwork digitally and submit without any printing, downloading, or scanning. Please complete all paperwork prior to your intake session.

***If for any reason we are not able to offer you an appointment, we will do our best to provide appropriate referrals to local agencies or trusted colleagues.*

Emergency & Urgent Care Resources

Great South Bay Therapy therapists are NOT available to respond to emergencies of any kind.

We do not have “on call” services. Although you are always welcome to email, text, or leave a voicemail for your therapist, such messages are only checked during regular business hours. If you find you are in need or urgent care, please see below for a list of community based urgent care options.

In the event of an emergency, please call 911 or proceed to your nearest emergency room.

National and Local Helplines		
Suicide and Crisis Hotline	988	US-based suicide prevention network. Available 24/7 at no cost.
Crisis Text Line	Text HOME to 741741	Anonymous mental health texting service available 24/7.
Suffolk County Crisis Hotline	631-751-7500	Crisis hotline available 24/7.
DASH Hotline	631-953-3333	24 hour crisis stabilization line for mental health or substance use-related crises.
L.I. Against Domestic Violence Hotline	631-666-8833	24/7 domestic violence prevention and support.

Local Resources		
Stony Brook CPEP	631-444-6050	Stony Brook Medicine's Comprehensive Psychiatric Emergency Program
Mindful Urgent Care	https://mindful.care/locations/new-york	Mental health practice specialized to meet emergency psychiatric needs
DASH	https://www.fsl-li.org/dash-hotline-crisis-care-center-are-available-24-hours-a-day/	Family Service League's Crisis Care Center

Payments & Insurance Information

How to pay for services:

Please read this section as it outlines our fee structure, billing policies, and insurance information.

There are three ways to pay for your services at Great South Bay Therapy, LCSW, PC:

- **Private Pay:** Pay for sessions by cash, check, or credit card. With this method, we will not submit any information to your insurance company. Clients choose this option for a variety of reasons (increased privacy, lack of insurance, or lack of behavioral health benefits)
- **In Network Insurance Benefits:** Some of our clinicians are *in network* with United Healthcare, UHC Oxford, UMR, and other plans that use Optum Behavioral Health. All of our clinicians are in network with Aetna, 1199, Northwell Health and Cigna. Clients who use an in network provider can expect to pay a copay at time of service.
- **Out of Network Insurance Benefits:** Some insurance plans will provide members with *out of network* benefits which typically means that after reaching a deductible, they will reimburse the practice or members with a percentage of the fee. ***All members are responsible for contacting their insurance to ask if they are eligible for out of network benefits, how much the deductible is, and what percentage they will get back after reaching it.* For out of network benefits, Great South Bay Therapy will send and process all claims on your behalf.

In Network Plans: United Healthcare*; Optum*, UMR*, Aetna, 1199, Cigna, Northwell Health, VCCN (Veterans Community Care Network)

**indicates only some clinicians are in network with these plans.*

Out of Network Plans: NYSHIP, Empire BCBS, Magnacare.

Payment Policies:

- All clients are required to keep a credit card on file for payments, copays, late fees, etc.
- You may still pay for sessions with cash or checks made out to Great South Bay Therapy, LCSW PC by letting your therapist know your preferred method of payment for each session.
- You may also use your HSA/FSA accounts for payment.
- All payments are expected at the time of session.

Cancellation Policy:

We understand that life gets busy and you may need to cancel or reschedule a session.

- Please provide a minimum of 24 hours notice directly to your therapist when you need to cancel a session.
- For any cancellations with less than 24hrs notice or a failure to show for a session, the following fees will apply:

1st time: *No Fee*

2nd time: *\$50.00 fee charged to card on file at time of the scheduled session.*

3rd time and after: *\$75.00 fee charged to card on file at time of the scheduled session.*

**frequent cancellations, even with more than 24hrs notice, will likely result in losing your usual time slot. Due to high demand, time slots are not able to be kept open. If scheduling becomes a concern, please discuss with your therapist and together create a plan that works for both of you.

Insurance Benefits:

If you plan to use your insurance benefits, please see below for some important information:

- **Mental Health Diagnosis:** In order to have your benefits cover your services, you must meet “medical necessity”. This means that you have symptoms or impairments (temporary or chronic) that meet criteria for a mental health diagnosis. This will be discussed with you during your intake and sessions.
- **Verifying Benefits:** Our billing specialist will help verify your benefits to determine coverage as well as deductibles, copays, required pre-authorizations, session limits, and more. In addition to our verifications, ***each client is responsible for contacting their insurance company to understand their benefits.***
- **Self pay and out of network fees:** If we are not in network with your insurance plan we will discuss with you self pay rates and/or how to access your out of network benefits.
- **Intake & Session Fees:** Intake sessions are billed at \$275.00 and regular sessions are billed at \$250.00. Although these rates are considered “usual and customary”, almost all insurance companies will determine their own rates. When using your benefits, you will only be responsible for any deductibles, copays or coinsurance. Clients who are self pay and do not have insurance benefits will have an opportunity to discuss private pay rates based on your ability to pay.
- **Deductibles:** Most deductibles restart in January. If you have a high deductible, you may be able to use our deferred deductible plan (*paying smaller amounts over more sessions rather than the full fee for each session up front. A deferred payment plan allows the client to spread the deductible payment out over time.*)

Please email us at billing@gsbtherapy.com or call 631 472-2629 with any questions about your services. We are happy to assist you in these matters.

Good Faith Estimates:

You have the right to receive a “Good Faith Estimate” explaining how much your medical care will cost.

Under the law, health care providers need to give patients who don’t have insurance or who are not using insurance an estimate of the bill for medical items and services.

- You have the right to receive a Good Faith Estimate for the total expected cost of any non-emergency items or services. This includes related costs like medical tests, prescription drugs, equipment, and hospital fees.
- Make sure your health care provider gives you a Good Faith Estimate in writing at least 1 business day before your medical service or item. You can also ask your healthcare provider, and any other provider you choose, for a Good Faith Estimate before you schedule an item or service.
- If you receive a bill that is at least \$400 more than your Good Faith Estimate, you can dispute the bill.
- Make sure to save a copy or picture of your Good Faith Estimate. For questions or more information about your right to a Good Faith Estimate, visit www.cms.gov/nosurprises or call 800-985-3059.

GSB Therapy Clinical Guide

Every client's journey through therapy is unique, however, there are important stages of therapy that guide our interventions and the work we do together.

We have created a Great South Bay Therapy Clinical Guide infographic to help new clients visualize the journey toward progress. These “phases” of therapy are unique to each client. Some phases last several sessions or weeks, and others are skipped entirely based on your needs.

We hope this general overview provides a visual for the therapeutic journey. Please speak with your therapist regarding any concerns or questions.

Clinical Guide Overview

(see image for details- A larger version is in Appendix C)

- ❖ Intake and Introduction
- ❖ Policy and Practice Review
- ❖ Assessment and Goal Setting
- ❖ Education
- ❖ Integrative and Holistic Health Review
- ❖ Treatment Plan Review
- ❖ Interventions and Skill Building
- ❖ Ongoing Assessment and Review
- ❖ Clinical Collaboration
- ❖ Termination



Life's problems are like waves on the beach. They will come, but in time they will go.



Great South Bay Therapy Clinical Guide

What to expect during the therapy process.

★ Intake and Introduction

During your first few sessions we are gathering information about you, your history and what brings you to therapy.



★ Policy and Practice Review

During this phase your therapist will review informed consents, billing and payment, cancellation policies, contact information, crisis information and scheduling, etc

★ Assessment & Goal Setting

During this phase you and your therapist decide which concerns are priorities and establish diagnosis and treatment goals. We often use evidenced based screenings along with questions about past and current functioning to obtain accurate diagnostic information.



★ Education

During the education phase, your therapist will share the criteria they used to determine diagnosis and treatment plan, the rationale and/or research around the treatments we plan to use, provide resources where you can learn more about your symptoms, and answer your questions around treatment

★ Integrative and holistic health review

This is a phase where your therapist may pause discussion around your presenting problem and instead work with you around integrative health issues such as eating, sleeping, exercise, socialization, etc. We know that even the best clinical interventions are limited if we are struggling in areas listed above



★ Treatment Plan Review

You and your therapist will discuss the frequency of therapy that is recommended, how and when to include family members or other providers and what approaches would work best to reach your goals.



★ Interventions and skill building

This is the part when your therapist will provide targeting interventions aimed at guiding you toward symptom reduction and goal achievement. You will learn different ways to shift your thinking, feeling and behavior to achieve the outcomes you desire.



★ Ongoing assessment & review

In this phase of therapy you and your therapist will regularly review progress, new obstacles, goals and interventions so you know you are on the right track.



★ Clinical Collaboration

Clinical collaboration occurs during any stage of the therapy process but worth expanding on here. For best quality care, it is common for your therapist to ask about speaking with physicians, psychiatrists, and/or school personnel so we can coordinate care for better outcomes. This is only done with your consent of course.



★ Termination

When you feel as if you have made enough progress, reached your goals, or need an alternative level of care, you and your therapist will begin to discuss the termination process. This may start with reducing frequency of sessions and/or referral to other sources of support.

Limits to Confidentiality

Here at Great South Bay Therapy, LCSW, PC, you and your family's Privacy and Confidentiality are held to the highest standard as outlined by legal and ethical guidelines. Your written consent is required before any information is shared.

There are a few exceptions which are outlined below:

- The psychotherapist is required by law to report suspected child abuse or neglect to the proper authorities. The psychotherapist is also mandated to report to the authorities patients who are at imminent risk of harming themselves or others for the purpose of those authorities checking to see whether such patients are owners of firearms, and if they are, or apply to be, then limiting and possibly removing their ability to possess them.
- If I tell the psychotherapist that I intend to harm another person, the psychotherapist must try to protect that person, including by telling the police or the person or other health care providers. Similarly, if I threaten to harm myself, or my life or health is in any immediate danger, the psychotherapist will try to protect me, including by telling others such as my relatives or the police or other health care providers, who can assist in protecting or assisting me.
- If I am involved in certain court proceedings the psychotherapist may be required by law to reveal information about my treatment. These situations include child custody disputes, cases where a therapy patient's psychological condition is an issue, lawsuits or formal complaints against the psychotherapist, civil commitment hearings, and court-related treatment.
- If my health insurance or managed care plan will be reimbursing me or paying the psychotherapist directly, they will require that I waive confidentiality and that the psychotherapist give them information about my treatment.
- The psychotherapist may consult with other psychotherapists about my treatment, but in doing so will not reveal my name or other information that might identify me. Further, when the psychotherapist is away or unavailable, another psychotherapist might answer calls and so will need to have some information about my treatment.
- If my account with the psychotherapist becomes overdue and I do not pay the amount due or work out a payment plan, the psychotherapist will reveal a limited amount of information about my treatment in taking legal measures to be paid. This information will include my name, social security number, address, dates and type of treatment and the amount due.
- For minor children - please see our section titled "Special Considerations for Children and Minors"

Limits to Confidentiality, Continued

Clinical Supervision

All clinicians at Great South Bay Therapy, LCSW PC receive direct supervision or consultation from our Clinical Directors, Kimberly Hession, LCSWR and Jennifer Flanagan, LCSWR. This is a requirement of the New York State Office of Professions and/or a requirement of employment at Great South Bay Therapy, LCSW PC. This means that both Kimberly Hession, LCSWR and Jennifer Flanagan, LCSWR have access to all information in a client's chart and regularly case conference with clinicians.

Support Staff

Our billing specialist, Jennifer Kennedy, will also have access to the insurance, payment, and claims portion of your records - billing staff will not have access to clinical content.

Virtual Assistants

Great South Bay Therapy, LCSW PC utilizes virtual assistants to support the practice in a variety of ways. Our current virtual assistant, Ariana Nunez, responds to emails, phone calls, and processes intake paperwork, as well as release forms and other administrative tasks.

Authorization to collaborate with other providers

In many circumstances, it may be beneficial or necessary to collaborate with other providers involved in your care (schools, physicians, psychiatrists, etc). This will **ONLY** be done with your written authorization on our HIPAA Release Forms. ***A special message to our veterans from the Northport VA - As required by our contract, all your medical records are subject to review by the treatment team at the VA.**

Records & Letter Requests

- **Subpoenas:** There are times when we receive a subpoena for your records in which we are required to respond. All efforts will be made to involve you in how we proceed. * *See appendix C for information on fees for these services*
- **Child Custody:** In child custody disputes or other similar matters, our role is specifically a therapeutic one and not an evaluative one as outlined in our informed consent. We NEVER render clinical recommendations or opinions in child custody cases as we are not forensic clinicians or expert witnesses. **See appendix C for information on fees for these services*
- **Emotional Support Animals (ESA):** We do not provide or sign letters for Emotional Support Animals. There are many reasons why we do not provide this service. For more information see Appendix D.
- **Family Medical Leave Act:** In most cases, we are not able to complete any FMLA paperwork as we are outpatient clinicians and not medical doctors or psychiatrists. If you have a psychiatric or medical condition that warrants FMLA, it is expected that you are under the care of a treating medical doctor or psychiatrist who would complete this paperwork.
- **School Letters for IEP's or 504 Plans:** When your child is being evaluated by the school for an IEP (Individualized Education Plan) or 504 Accommodations, we are able to provide documentation that supports your child's diagnosis, attendance in therapy, treatment plan and goals. We are NOT able to provide recommendations about specific accommodations as that is the responsibility of the school team. **See appendix C for information on fees for these services*

Digital Assessment Tools

Below is a list of many of the digital assessment tools we use to support your treatment goals. Please contact your therapist with any questions.

- **BluePrint Health:** Blueprint is a digital service that helps your clinician administer important assessments about health and wellness. These assessments can be completed via the Blueprint mobile app, SMS, or email. Your clinician will assign assessments and frequency of assessments will depend on your treatment plan and diagnosis. Worksheets can be accessed through the app and vary based on individual needs, interventions, and treatment goals. Parent access: If your child is under the age of 18 years old you can choose to be added to your child's account to complete any screenings if needed. Please see Appendix A for more information about how we use BluePrint Health.
- **GoZen:** Animated online programs for kids and teens using social and emotional learning skills to help manage anxiety, stress, worry, anger, perfectionism, negativity, and social worry to transform them into confidence, courage, and resilience. Free worksheets and printables for clients and families.
- **Big Life Journals:** Including daily activities to assist your child in focusing on encouraging and self-loving thoughts. A science-based journal that assists children in becoming resilient, confident, and emotionally healthy.
- **Gottman Couples Therapy Assessments:** Research based assessment tools for therapists to use with couples as a method for learning the strengths and challenges of a relationship, and determine a treatment plan.
- **Therapist Aid:** Free tools for mental health professionals and clients using worksheets, treatment guides, interactive videos, and educational articles.

Parents and Guardians

Special considerations for when your child is in therapy

- **Consent:** In order to provide therapeutic services to a child under the age of 18, New York State requires consent from one parent or guardian. Although the state allows for only one parent to consent, the policy of Great South Bay Therapy, LCSW PC is to obtain consent from both parents/guardians. If one parent is not able to be contacted after several attempts, consent from one parent is acceptable.
- **Confidentiality:** While minor children are not legally entitled to full confidentiality in therapy, they should be afforded privacy in discussions with their therapist in an effort to foster a trusting and therapeutic environment. Your child's therapist will discuss with you best practice around what and when to share information that arises in therapy.
- **Parent/Guardian involvement:** The best clinical outcomes with children always include collaboration with parents/guardians. In most cases, you will be asked to participate in sessions with your child and therapist as well as sessions without your child present.
- **Mandated Reporters:** We are mandated reporters as explained on page 16. If any therapist suspects child abuse, neglect, or maltreatment a report will be made to the NYS Central Registry.
- **Diagnosis:** As discussed on page 12, in order to have insurance benefits cover your services, your child must meet "medical necessity". This means that they have symptoms or impairments (temporary or chronic) that meet criteria for a mental health diagnosis. The diagnosis and treatment plan will be discussed with you on an ongoing basis.



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Appendix A:

BluePrint Health Client Guide and FAQ's

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BLUEPRINT

Client Guide



Welcome to Blueprint!

Blueprint is a digital tool that allows your clinician to administer brief assessments about your health and wellness. With Blueprint, you and your clinician can spend less time during your session reviewing the previous week and more time focused on what's most important – your health.

Feel better faster.

Using assessments, a process also known as Measurement-Based Care, helps your clinician tailor the treatment you receive to your own unique needs and experiences. In fact, it's proven that using services like Blueprint helps individuals feel better faster, with measurement-based care leading to a 9-week reduction of time-to-remission.

Using the mobile app, you can complete assessments, worksheets, and check-ins in the comfort of your own home. With Blueprint, you and your clinician can stay connected in between appointments and collaboratively keep track of your progress.





Getting Started

Once your clinician enrolls you on Blueprint, you will receive an email and SMS from Blueprint with a link to download the mobile app

01

Click on the link in your text messages

02

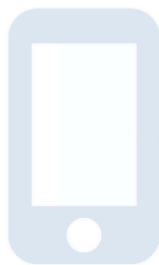
Sign up on the Blueprint mobile app

03

Complete your initial assessments

04

Continue using Blueprint as directed by your clinician



**INSTALL
MOBILE APP**



**COMPLETE
ASSESSMENTS**



**TRACK
PROGRESS**

How to complete assessments

Your therapist may assign you specific screeners or assessments to complete via an email, text message, or through the Blueprint Mobile App. Note that these messages will come from Blueprint.

Email or Text



1. Open up your email or text message
2. Click on the link
3. Follow the prompts to complete your assessment

Blueprint App



1. Open your app
2. Click on the red bar to start your assessment
3. Follow the prompts to complete your assessment





How to check in

Start keeping track of the basics of your day with the Lifestyle Check In feature on the Blueprint Mobile app.

Your clinician may assign you additional worksheets, trackers, or journals to complete using the Check In.

Open the App

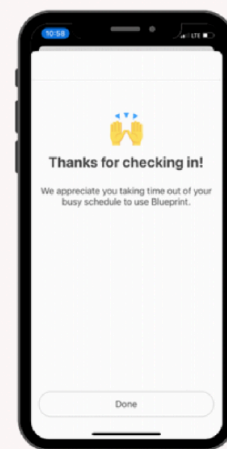
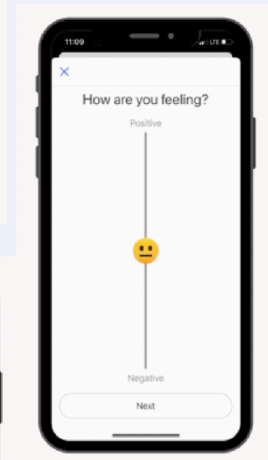
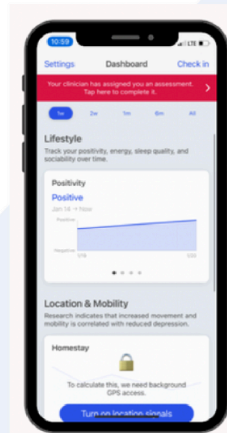
Open your blueprint Mobile App and click Check In in the upper right corner

Check in

Start completing your lifestyle check in and any assigned worksheets or journals from your clinician

Come back tomorrow

It's that simple! Come back the next day to track more daily insights.



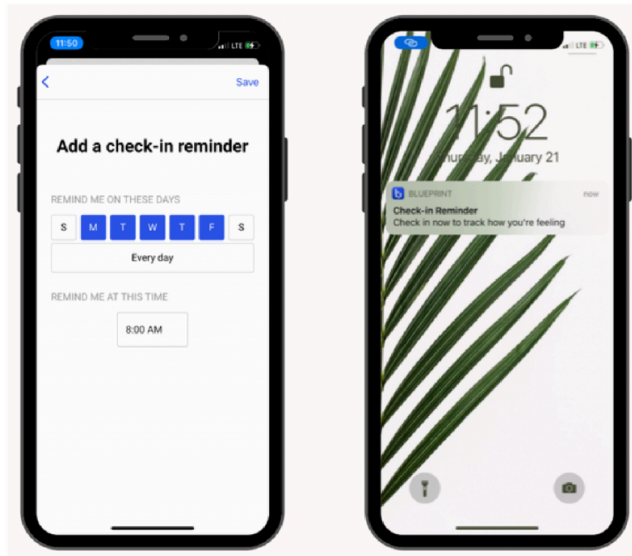


Alerts and Notifications

To make sure you get the most out of your Blueprint experience, you can set up daily or weekly alerts!



1. Open up your Blueprint App
2. Click Settings
3. Click Notifications
4. Choose to set alerts for Clinical Assessments, Check-ins, or both
5. Schedule your reminders
6. Save and you're all set



FAQs

What is Blueprint?

Blueprint is a digital service that helps your clinician administer important assessments about health and wellness. These assessments can be completed via the Blueprint mobile app, SMS, or email.

Why are these assessments important?

Blueprint's software is based on measurement-based care. Research shows that when therapists practice measurement-based care, clients feel better faster and experience a higher quality of care. We are confident that Blueprint will allow you and your therapist to better understand your mental health and wellness.

How do I get started?

Your clinician will enroll you on Blueprint. Once this happens:

- Click on the link in your text messages
- Complete your initial assessments
- Sign up on the Blueprint mobile app (optional)
- Continue using Blueprint as directed by your clinician

Will using Blueprint cost me anything?

There is no cost to download and use the Blueprint app and web-based assessment services. There are no in-app purchases or advertisements.

FAQs Continued

Is my data secure?

Yes. Blueprint is HIPAA compliant and takes data privacy and security extremely seriously. Blueprint does not sell any personally identifiable data and only you and your clinician will have access to your personally identifiable data. You own your data and can request at any time for your data and account to be deleted by sending an email to support@blueprint-health.com with the subject of "Account Deletion." You can view Blueprint's privacy policy in full at www.blueprint-health.com/privacy.

Need more help?

For any mobile app or login issues, please reach out to our support team at: patients@blueprint-health.com

For appointment or clinical help, please contact your therapist/clinic directly.



Great South Bay Therapy

631 472-2629

www.gsbtherapy.com

info@gsbtherapy.com

 Life's problems are like waves on the beach.
They will come, but in time they will go.

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Congratulations!

You've completed your Client Guide and are on your way to becoming a Blueprint expert.

 blueprint

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Appendix B:

Fees regarding Legal/Education involvement



972 Montauk Hwy Bayport NY 11705 ♦ 22-30 Railroad Ave Sayville NY 11782
325 Sunrise Hwy West Islip, NY 11795 ♦ 950 Franklin Ave Garden City, NY 11715
Website: www.gsbtherapy.com
Email: info@gsbtherapy.com

Phone: 631 472-2629

AGREEMENT REGARDING HEALTH PRACTITIONER'S FEES FOR LEGAL INVOLVEMENT

I, _____ (the patient or parent of the patient), understand that if _____ (the practitioner), is required to, is requested to, or agrees to, be involved in a legal matter concerning me or my child(ren), then I will be responsible to compensate the practitioner for all time expended. I understand that any health insurance benefits I may have do not cover the time or services of practitioners spent on patients' legal involvements.

I agree that the practitioner's fees for case preparation, record review, telephone calls, correspondence, conferences, written reports, any testimony and consultations with lawyers, including the practitioner's lawyer, or other court personnel, will be calculated at the rate of \$250 per hour.

Fees for all of the above activities will be payable in advance of any of those activities and will be based on the practitioner's estimate of the time that will be necessary for them. Any overpayment of fees will be refunded to me within 10 days of when the practitioner is notified that the legal matter has been finally settled or it otherwise becomes certain, as determined at the sole discretion of the practitioner, that it will not be necessary for the practitioner to spend additional time on legal involvement in the case. The practitioner may request, and I will pay, additional amounts if the original amount turns out to be an underestimate of the actual amount needed.

Fees for any testimony will be payable at least 2 weeks in advance of the date scheduled and will be based on the practitioner's estimate of the time for testimony and the time traveling to and from the place where the testimony will be given. The actual fee will be computed from the time the practitioner arrives at the place where testimony is to be given until the time the practitioner is dismissed, plus travel time to and from the place of testimony from the practitioner's office. Any adjustments from the estimate will be made after all testimony of the practitioner has been completed.

I understand that if, after the practitioner's testimony is scheduled, it is postponed or canceled for any reason and the practitioner cannot be notified at least 1 week in advance, then a fee of \$250 will be charged to reimburse the practitioner for time set aside for the testimony.

I agree to pay photocopying charges of \$.75/page for copies of any records that the practitioner is requested or required to produce, including by subpoena.

I agree that my obligation to compensate the practitioner as stated above will be the same whether I or any other party involved in any legal matter request or require the practitioner's involvement or testimony, and agree that my obligation to pay the practitioner as stated in this agreement will not be affected by the service of any subpoena on the practitioner.

I understand that my paying the practitioner for time for legal involvement does not mean that the practitioner will serve as an expert witness, nor does it mean that the practitioner's involvement will be of help to me in any legal action. This agreement will continue in existence and continue to be binding on me even after my treatment with the practitioner ends. I have been advised by the practitioner to have this agreement reviewed by my attorney before I sign it. This agreement will be enforceable in court.

Signature of Patient (or Parent of Minor Patient): _____

Date: _____



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