

Informed Consent

Psychological service

As part of providing a psychological service to you, Telley Psychology needs to collect and record personal information from you that is relevant to your situation, such as your name, contact information, medical history and other relevant information as part of providing psychological services to you.

This collection of personal information will be a necessary part of the psychological assessment and treatment that is conducted.

Purpose of collecting and holding information

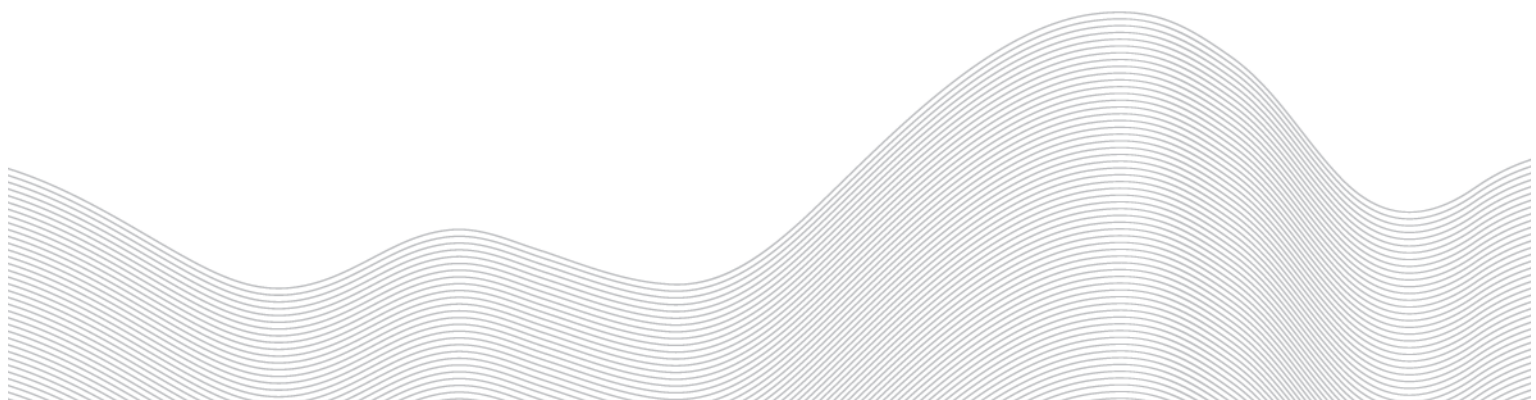
Your personal information is gathered as part of your assessment and treatment is kept securely and, in the interests of your privacy, used only by your psychologist and the authorised personnel of the practice (as necessary). Your personal information is retained in order to document what happens during sessions, and enables the psychologist to provide a relevant and informed psychological service to you. A more detailed description is provided in the practice's privacy policy for management of personal information, which can be obtained by speaking with your psychologist. The Privacy Policy contains information about how to access and seek correction of your personal information, and how to lodge a complaint about our management of your personal information.

Consequence of not providing personal information

If you do not wish for your personal information to be collected in a way anticipated by this notice or the Privacy Policy, your psychologist may not be in a position to provide the psychological service to you. You may request to be anonymous or to use a pseudonym, unless it is impracticable for your psychologist to work with you or if your psychologist is required or authorised by law to deal with identified individuals. In most cases it will not be possible for you to be anonymous or to use a pseudonym, however if your psychologist agrees to you being anonymous or using a pseudonym, you must pay consultation fees at the time of the appointment.

Access to client information

At any stage you are entitled to access your personal information kept on file, subject to exceptions in the relevant legislation. Your psychologist may discuss with you different possible forms of access.



Disclosure of personal information

All personal information gathered by the psychologist during the provision of the psychological service will remain confidential except when:

1. it is subpoenaed by a court; or
2. failure to disclose the information would in the reasonable belief of your psychologist place you or another person at serious risk to life, health or safety; or
3. your prior approval has been obtained to
 - a) provide a written report to another professional or agency. e.g., a GP or a lawyer; or
 - b) discuss the material with another person, eg. a parent, employer or health provider; or
 - c) disclose the information in another way; or
4. you would reasonably expect your personal information to be disclosed to another professional or agency (e.g. your GP) and disclosure of your personal information to that third party is for a purpose which is directly related to the primary purpose for which your personal information was collected; or
5. disclosure is otherwise required or authorised by law.

Your personal information is not disclosed to overseas recipients, unless you consent, or such disclosure is otherwise required by law. Your personal information will not be used, sold, rented or disclosed for any other purpose.

Fees

The cost of a consultation (*usually around 50 minutes*) depends on your psychologist, but typically involves an out of pocket expense of approximately \$25. Unless payment is being made by a third party, the cost of consultation is payable at the end of the session by EFTPOS or cash.

Cancellation Policy

If, for some reason you need to cancel or postpone your appointment, please give the practice at least 24 hours notice, otherwise you may be charged a cancellation fee.

APS Charter for Clients of Psychologists

The attached Charter explains your rights as a client of a psychologist.

If, after reading this form you are at all unclear about any of the information provided, please contact the psychologist prior to your appointment.