PATIENT INFORMATION SHEET



| Today's Date | Clinic Locat | tion: \square Cal | lier Dallas 🗌 Callie | r Richardson | Received By | |
|---|-------------------|-------------------------|-----------------------|--|-----------------------|-----------------|
| Check here if patient is a | UT Dallas e | mployee o | r student, or a fami | ily member | of an employee or s | tudent. |
| | | Pat | tient Information | | | |
| Patient Last Name | | | Patient First Nam | ie | | Middle Initial |
| Patient Date of Birth Preferred Name *Optional* Primary Care or Referring Provider | | | | | er | |
| Home Address Apt # 1. Home Phone | | | | | | |
| City State Zip Code 2. Mobile Phone | | | | | | |
| Preferred Language | _ | r Required ES | Sign Language | 3. Work Pho | ne (optional) | |
| Email Address (Please print) | | | | | iender Male Female | |
| Ethinicity Not Hispanic or Latino | Hispan | ic or Latino | ☐ Decline to Sp | ecify G | ender Indentity | |
| Race (please select) Uhite B | lack or Afric | an Americar | n 🗌 Asian | | ☐ Male ☐ Female | \square Other |
| ☐ American Indian or Alaska Native ☐ | ☐ Native Ha | waiian or O | ther Pacific Islander | | Transgender | |
| ☐ Decline to Specify ☐ Other | | 1 | | | Decline to Answer | |
| Marital Status | | Driver's Lic | ense Number | | Driver's License St | ate |
| | Other | | | | | |
| Emergency Contact Name (1) Emergency Contact | | | Contact Phone Num | ntact Phone Number (1) Relationship to Patient (1) | | tient (1) |
| Emergency Contact Name (2) | Contact Phone Num | ber (2) | Relationship to Pa | tient (2) | | |
| Responsible Party (do not need to complete if sa <i>me as patient.)</i> The parent or guardian of a minor patient (under 18 years) will be listed as the guarantor. | | | | | | |
| Last Name | | | | First Name | | |
| Date of Birth Gende | r Mobile Pi | | | Mobile Phor | е | Alternate Phone |
| Responsible Party Address or Check | k here if san | ne as patien | t | | | 1 |
| City/State/Zip | | | | Relationship | to Patient | |
| | | | | | | |
| Please tell us how you heard about Callier Center: My primary care doctor My ENT Please let us know who we can thank for the referral. | | | | | r the referral. | |
| ☐ Internet ☐ Social Media ☐ Friend/Family | | | | | | |
| Other | | | | | | |
| For Internal Use Only | | | | | | |
| ☐ Patient Portal Web Enabled☐ PSAC Activation | | | | | | |



ADULT SPEECH-LANGUAGE CASE HISTORY

Today's Date_____

| | Last | First | | Middle | |
|---|---|---|-----------------|----------------|--|
| Date of Birth | | _ Age | : □Female | | |
| Street Address | | | | | |
| City/State | _ | | | Zip Code | |
| Person Completing thi | is Form | | _Relationship | to Patient | |
| Who referred you to C | Callier? | | _Relationship_ | | |
| What services are you | seeking? | ng Speech-Langu | age | | |
| What information wou | ald you like to gain fro | om your visit? | | | |
| Please provide an eme | ergency contact who is | s not attending the patient's | appointment: | | |
| Emergency Contact N | ame | Relation | nship to Patien | t | |
| Telephone (Home) | | (Cell) | | (Work) | |
| Who is legally in char | ge of medical decision | ns for the patient? | | | |
| □Patient □Lo | egal guardian: | | | | |
| | | - 111:1:9 | □Yes □N | DNI/A | |
| Do you have court doo | cumentation stating th | e legal guardianship? | | o □N/A | |
| • | cumentation stating th | e legal guardianship? | Lies Liv | 0 ⊔N/A | |
| • | C . | | | | |
| II. <u>Languages</u> What is the patient's p | orimary language? | | □Sign Langu | nage □Other | |
| II. <u>Languages</u> What is the patient's p What additional langu | orimary language? | □English □Spanish | □Sign Langu | nage □Other | |
| II. <u>Languages</u> What is the patient's p What additional langu II. <u>Main Concerns</u> | orimary language? nage(s) is the patient re | □English □Spanish | □Sign Langu | age □Other | |
| II. <u>Languages</u> What is the patient's p What additional langu II. <u>Main Concerns</u> | orimary language? nage(s) is the patient re | □English □Spanish egularly exposed to? | □Sign Langu | age □Other | |
| II. Languages What is the patient's p What additional langu II. Main Concerns What are the main con | orimary language? lage(s) is the patient research | □English □Spanish egularly exposed to? | □Sign Langu | nage □Other | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem | primary language? lage(s) is the patient respectively. | □English □Spanish egularly exposed to? | □Sign Langu | nage □Other | |
| II. Languages What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau | primary language? lage(s) is the patient research | □English □Spanish egularly exposed to? | □Sign Langu | nage □Other | |
| II. Languages What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau | orimary language? lage(s) is the patient re meerns? n(s) begin? used the problem(s)? y tried to help with the | □English □Spanish egularly exposed to? | □Sign Langu | nage □Other | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau What have you already | primary language? lage(s) is the patient reflection. Incerns? | □English □Spanish egularly exposed to? | □Sign Langu | nage □Other | |
| What is the patient's p What additional langu H. Main Concerns What are the main con When did the problem What do you think cau What have you already | primary language? lage(s) is the patient reflection. Incerns? | □English □Spanish egularly exposed to? e problem(s)? | □Sign Langu | nage □Other | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau What have you already V. Speech-Language In Patient communicates | primary language? lage(s) is the patient reflection. Incerns? | □English □Spanish egularly exposed to? e problem(s)? | □Sign Langu | nage □Other | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau What have you already V. Speech-Language In Patient communicates Pointing Gestures | primary language? lage(s) is the patient respectively. In (s) begin? | □English □Spanish egularly exposed to? e problem(s)? | □Sign Langu | □Short Phrases | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau What have you already V. Speech-Language In Patient communicates Pointing Gestures | primary language? lage(s) is the patient respectively. In (s) begin? | □English □Spanish egularly exposed to? e problem(s)? Sound | □Sign Langu | □Short Phrases | |
| What is the patient's p What additional langu II. Main Concerns What are the main con When did the problem What do you think cau What have you already V. Speech-Language In Patient communicates Pointing Gestures Estimate the percentage | primary language? lage(s) is the patient reflection. Incerns? | □English □Spanish egularly exposed to? e problem(s)? e □Sound ch □Single people understand the patier | □Sign Langu | □Short Phrases | |

| CCCD# | | |
|----------|--|--|
| (.(.(.)# | | |

| Development milestones: □Norma | al | □Delayed | | |
|--|------------|-------------------|--------------------------------|-----------------------|
| Describe any delays: | | | | |
| Medical Information | | | | |
| Current diagnosed conditions (i.e., | develop | mental delay, aut | ism, syndromes, speech-lang | guage disorder, etc.) |
| | | | | |
| Diagnosed by | | | | |
| Primary Care Physician | | | Contact Informs | ation |
| List any other physicians following | g the pati | | | |
| <u>Name</u> | | | pecialty | Contact Information |
| 1. | | | | |
| <u>2.</u> | | | | |
| 3. | | | | |
| 4. | | | | |
| List current medications: | | _ | | D |
| Name | | | <u>Oosage</u> | Reason for use |
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| Allergies to medications? □Yes | | | | |
| Allergies to foods? ☐Yes Please list any other allergy (i.e. er | □No | · · | agents later eta) | |
| Please check any conditions that a | | | agents, ratex, etc.) | |
| □Asthma | □Ear i | njury | □Kidney/Bladder Diseas | e Sleep problems |
| □Anxiety | □Ear i | nfections | □Measles | □Stroke |
| □Cancer | □Freq | uent Colds | □Meningitis | ☐Swallowing problem |
| ☐Cytomegalovirus (CMV) ☐Head | | l injury | ☐Ringing in ears | ☐Tubes in ears |
| , , , | | ing problems | □Seizures | □Vision problems |
| □Digestive problems □High f | | fever | ☐Sensitivity to sounds | ☐Weakness in arms, |
| | | positive | ☐Severe headaches | legs, and/or face |
| Other problem(s) not listed | | | | |
| Hospitalization or surgeries and da | | | | |
| | | | nge after an illness or accide | (0.10) 1.1 |

| CCCD# |
|-------|
|-------|

| VII. Hearing Information | | |
|--|---------------------------------------|---------------------------------------|
| - | o logg? DVog hilotomal DVog | unilataral DNa Agast diagnosis |
| Does the patient have a diagnosed hearing | _ | |
| Last hearing screening/test date | | |
| Screening/test results | | _ |
| VIII. <u>Family History</u> Please list any family members with spee | ch, language, hearing, or mental h | ealth/behavior problems below. |
| Relationship to Patient | | <u>Condition</u> |
| 1. | | |
| 2. | | |
| 3. | | |
| IX. Educational and Work Information | | |
| Highest level of education completed: | | |
| ringliest level of education completed. | | |
| Is the patient currently enrolled in an education | cational program? □Yes □No | |
| Is the patient currently employed? □Yes | □No | |
| If yes: | | |
| Company: | Employed | since: |
| Job responsibilities: | | _ |
| X. Therapies and Services | | |
| List all previous and current therapies and | d services received. If the patient h | as received a therapy or service from |
| more than one provider, please continue | ÷ • | |
| | <u>Provider</u> | # Visits/Month |
| ☐ Applied Behavior Analysis (ABA) | | Previous Current |
| ☐Occupational Therapy | | Previous □Current |
| □Physical Therapy | | Previous □Current |
| □Counseling | | Previous □Current |
| ☐Speech Therapy | | Previous Current |
| □Additional | | Previous □Current |
| XI. Additional Background Information | | |
| Has the patient or patient's family experi | enced any stressors or changes in t | he last 6 months? |
| ☐Change in residence, school, or job | ☐Death of a family member | □Financial stress |
| □Job related problems | ☐Legal problems | ☐Marital stress/tension |
| | Ø 1 | |

Thank you for taking the time to complete this form.



AUTHORIZATION TO RELEASE RECORDS

Please complete this form in its entirety to have information disclosed from UT Dallas/Callier Center to another provider or requestor.

UT Dallas/Callier Center will not condition treatment, payment, enrollment or eligibility for benefits based on the completion of this form.

| PATIENT NAME | DOB | DATE | | | |
|---|---|-------------------------|--------|--|--|
| STREET ADDRESS | CITY | ST | ZIP | | |
| HOME PHONE | CELL PHONE | | | | |
| I hereby authorize the UT Dallas/Callier Center to use and/o | r disclose my Protected Health | Information (PHI). | | | |
| I UNDERSTAND THE INFORMATION REQUESTED WILL BE RELEASED TO: | | | | | |
| PHYSICIAN/PRIMARY CARE: | | | | | |
| CONTACT INFORMATION: | | | | | |
| PHYSICIAN/ENT: | | | | | |
| CONTACT INFORMATION: | | | | | |
| CURRENT SPEECH-LANGUAGE PATHOLOGIST: | | | | | |
| CONTACT INFORMATION: | | | | | |
| ☐ Department Of State Health Services (DSHS)/Texas Earl | y Hearing Detection and Inter | vention Program (1 | TEHDI) | | |
| Regional Day School Program for The Deaf (RDSPD): | | | | | |
| ☐ Educational Resource Center on Deafness (ERCOD)/Tex | as School for The Deaf (TSD) | | | | |
| ☐ Department of Assistive and Rehabilitative Services (DA | ARS)/Early Childhood Interven | tion (ECI) | | | |
| EARLY INTERVENTION SPECIALIST: | | | | | |
| ☐ PARENT SUPPORT GROUP: Texas Hands and Voices/Gu | PARENT SUPPORT GROUP: Texas Hands and Voices/Guide by Your Side | | | | |
| LOCAL SCHOOL SYSTEM (ISD): | | | | | |
| ADDITIONAL RECIPIENTS | | | | | |
| NAME OF PERSON(S) OR ORGANIZATION(S) | | RELATIONSHIP TO PATIENT | | | |
| ADDRESS | CITY | ST | ZIP | | |
| TELEPHONE | FAX | | | | |
| | ' | | | | |
| NAME OF PERSON(S) OR ORGANIZATION(S) | | RELATIONSHIP TO PATIENT | · | | |
| ADDRESS | CITY | ST | ZIP | | |
| TELEPHONE | FAX | | | | |
| INFORMATION TO BE RELEASED (check all that apply and include ti | me period or date of service): | | | | |
| Audiology records | Speech-Languag | ge Pathology record | ls | | |
| Otology records | Telephone cons | ultation | | | |
| Tinnitus records | Other | | | | |
| I UNDERSTAND THAT THE INFORMATION IS TO BE RELEASED FOR THE FO | LLOWING PURPOSE (check all that ap | ply): | | | |
| Personal | Legal proceeding | gs | | | |
| ☐ Meet Insurance/Third Party Payor Requirements | Guide diagnosis | | | | |
| Determine appropriate interventions/services | Program placen | nent | | | |
| SSI/Insurance Eligibility | Other | | | | |
| | | | | | |



PATIENT ACKNOWLEDGEMENT

- I understand that the records used and disclosed pursuant to this authorization may include information relating to: Acquired
 Immunodeficiency Syndrome (AIDS) or Human Immunodeficiency Virus (HIV) infection; history of drug or alcohol abuse; mental or
 behavioral health or psychiatric care; and/or other sensitive information.
- I understand that to the extent any recipient of this information, as identified above, is not a "covered entity" under the Federal or Texas privacy laws, the information may no longer be protected by Federal and Texas privacy law once it is disclosed to the recipient, and therefore, may be subject to re-disclosure by the recipient.
- I understand that I may revoke this authorization in writing at any time, however, I also understand that such a revocation will not have
 any effect on any information already used or disclosed by the UT Dallas/Callier Center before receiving my written notice of revocation.
- Unless otherwise revoked, I understand that the date or event upon which this authorization expires is 365 days from the date of signature.
- A copy of this release will have the same force as the original.
- If I am providing authorization for marketing purposes, I understand that UT Dallas/Callier Center may receive remuneration from a
 properly authorized business associate as a result of using or disclosing the patient's PHI.
- I may inspect and receive a copy of the information to be used and disclosed pursuant to this Authorization form.
 (Texas law establishes nominal fees for copy charges of medical records)

| SIGNATURE OF PATIENT OR SURROGATE DECISION MAKER | DATE |
|--|------|
| | |
| PRINTED NAME OF PATIENT | |
| | |
| PRINTED NAME OF SURROGATE DECISION MAKER (If applicable) | |

(CALLIER CENTER FOR COMMUNICATION DISORDERS

Patient Communication Preferences

Please read carefully. The purpose of this document is to protect your privacy.

To protect your privacy and comply with HIPAA (Health Insurance Portability and Accountability Act) regulations, Callier Center wants you to know all the ways we might communicate with you and ensure you understand your right to request communications restrictions. We will say "yes" to all reasonable requests to restrict communication but may still use your information to help improve your care, run our practice, or contact you when necessary. Please see our Notice of Privacy Practices for more information at calliercenter.utdallas.edu.

As a patient of Callier Center, you:

- have access to a secure online patient portal and will be notified by email when you have a new visit summary, document, or message from your provider.
- will be sent appointment reminders via text message.
- may receive voicemail with appointment instructions or for Callier to run our healthcare operations.

You may opt out of any of these communications by selecting the options below.

| Secure Access to my Electronic Health Record and | Provider Messaging via the Patient Portal |
|--|--|
| Check here if you do <u>NOT</u> want access to your patient immediate access to health records and patient docum | , |
| Patient Appointment Remind | ers via Text Message |
| Text Messaging is required to receive appointment reminder "stop" to an appointment reminder or, | s. Patients may opt-out anytime by responding |
| Check here if you do NOT want appointment reminder | s via text message. |
| Communication via th | e Telephone |
| Detailed messages may be left on my voicemail at this phone r | number |
| Check here if you do <u>NOT</u> want detailed voicemail mes | sages left on your phone. We may still leave a |
| voicemail without patient information to help run our operation | ons. |
| | |
| | |
| Patient Name (please print) | Patient Date of Birth |
| Patient Signature | Date |
| Parent (child under 18 years) or Guardian Name (please print) | Parent or Guardian Signature |

IMPORTANT NOTICE



Fee, Collection & Appointment Policy

Thank you for choosing UT Dallas Callier Center! We are committed to providing you with the best possible care.

I understand that:

- There is a \$25 service charge for any check returned by my bank and, once notified, patients will have 10 days to make full payment by cash, credit card, cashier's check or money order
 Failure to comply will result in refusal by the Center to accept future personal checks
- Missed or canceled appointments with less than 24 hours' notice will be subject to a \$50 fee
 Insurance does not pay for canceled appointment fees
- If patients require additional provider consultation by phone or email lasting over 10 minutes, and outside of a scheduled appointment time, patients will be billed at a rate of \$25 per 10-minute increments.
 You will be informed when such charges apply
- Patients arriving late may have to be rescheduled and are subject to the late cancelation fee

COLLECTION POLICY

I understand that:

- Payment for all services is required at the time of service
- Patients are responsible for payment of outstanding claims over 90 days old
 If insurance denies payment, you will be required to pay the full balance of your account.
- Past due accounts will be referred to a collection agency, and services will be immediately terminated

APPOINTMENT POLICY

I understand that:

- Patients will not be seen until all required paperwork is completed
- New patients should arrive 20 minutes before their scheduled appointment to complete necessary paperwork
- If I have been referred to the Center by an agency, school, or other third party that has agreed to pay for my services, a written referral is required prior to or at the time of my appointment; otherwise, I am responsible for payment of services.
- The Center will file insurance claims with commercial insurance companies and Medicaid carriers we are contracted with for services. Some insurance companies require a doctor's referral and preauthorization which does not guarantee payment.
 - We strongly recommend that you contact your insurance carrier to verify your personal benefits.
- When possible, we recommend case history paperwork be returned five days prior to the appointment to help your provider plan for your evaluation and request any additional information in advance.

| PATIENT ACKNOWLEDGEME | NT | | | |
|--|-------------------------|--|--|--|
| I have read and understand the Fee, Collection and Appointment Policy of the UT Dallas Callier Center. | | | | |
| | | | | |
| | | | | |
| SIGNATURE OF PATIENT OR SURROGATE DECISION MAKER | DATE | | | |
| | | | | |
| PRINTED NAME OF PATIENT | DATE OF BIRTH (PATIENT) | | | |
| PRINTED NAME OF SURROGATE DECISION MAKER (If applicable) | | | | |

PLEASE READ CAREFULLY AUTHORIZATION FORM

Benefit Release Information: I authorize Callier Center for Communication Disorders to release any information necessary to my insurance carrier and/or their agents in order to determine benefits payable for related services. I



Initial each section and sign at the bottom of this form to authorize Callier for the following:

authorize the payment of medical benefits for these services to be paid directly to Callier Center for Communication Disorders. I authorize the release of all clinical information to my referring physician and primary care physician so that he or she can be updated on my condition and the care I receive here. Initials: ____ Authorization of Treatment: I authorize Callier Center for Communication Disorders to provide diagnosis and/or treatment to myself or to (my legal dependent). I understand I have the right to refuse medical services at any time. I further understand no guarantees have been made by any representative of Callier Center for Communication Disorders as to the outcome of this service. Initials: _____ Covered Health Care Operations: I understand that as part of the Center's health care operations, The University of Dallas Callier Center for Communication Disorders provides training in which students and trainees learn under supervision to practice or improve their skills as health care providers. (45 CFR § 164.501) Initials: PRINTED NAME OF PATIENT PATIENT DATE OF BIRTH PRINTED NAME OF SURROGATE DECISION MAKER (If applicable) RELATIONSHIP SIGNATURE OF PATIENT OR SURROGATE DECISION MAKER DATE Optional and intended for families whose children are transported by others: Authorization for Transportation: I authorize the following person(s) permission to transport my child to and from Callier for patient services. NAME OF AUTHORIZED PERSON DRIVERS LICENSE INFORMATION (STATE AND #) NAME OF AUTHORIZED PERSON DRIVERS LICENSE INFORMATION (STATE AND #) I authorize UT Dallas Callier Center employees to discuss services with persons providing transportation. Initials: _____

EMPLOYEE SIGNATURE



ACKNOWLEDGMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

| PATIENT ACKNOWLEDGE | MENT |
|--|---|
| I have had the opportunity to receive and/or review a copy of Practices - located on the Callier Center website at https://capatient confidential information will be used, disclosed, and at any Callier Center location. | alliercenter.utdallas.edu/ to learn how |
| PRINTED NAME OF PATIENT | PATIENT DATE OF BIRTH |
| PRINTED NAME GUARDIAN (If applicable) | RELATIONSHIP |
| SIGNATURE OF PATIENT OR GUARDIAN | DATE |
| FOR OFFICE USE ONL We attempted to obtain written acknowledgement of receipt of o but could not because: | |
| Individual Refused to Sign Communication Barrier Care Provided was Emergent | |
| Other | |
| EMPLOYEE | DATE |



(August 2021)

| Patient Name: | DOB: | CCCD#: |
|--|--|---|
| Email: | Phone number: | |
| | LINICAL RESEARCH CENTER TH PARTICIPATION AND RESI | |
| The mission of the Callier Center for Communicated disorders by providing outstanding, leading-edge applied research into new treatments and technolos scientists." As a top clinical, research, and training development center, Center for Children and Famistudies. | clinical services; conducting meaningies; and training the next generation center, individuals entering the Ca | ngful and innovative basic and on of caring clinical providers and llier Center clinical programs, child |
| If contacted, individuals can choose to participate affected whether they do or do not participate. Ind Research Center (CCRC), the CCRC Participant F | ividuals will be provided with a fly | er describing the Callier Clinical |
| You may also choose to be entered into the CCRC information for the CCRC Participant Registry, su and/or hearing concerns. A Callier Center research may then contact you to invite you to join a resear not to participate does not affect clinical care, chill in at the Callier Center. | nch as contact information, age, and ther, who has a study approved by the sch study. You are not obligated to p | , if applicable, any speech, language, e Institutional Review Board (IRB), participate in any study. Choosing |
| If at any time you would like to be removed from study participation, please inform any of your serve email: callierresearchregistry@utdallas.edu | | |
| Or by telephone: Callier Clinical Research Center | , (972) 883-3600 | |
| Or by mail: Callier Clinical Research Center, Part | icipant Registry, 811 Synergy Park | Boulevard, Richardson, Texas 75080 |
| Print Parent or Guardian's name (if applicable) | | |
| Signature of Patient, Parent or Legal Guardian | | Date |
| If you <u>DO NOT</u> want to be contacted about res | earch, read below: | |
| Initial here if you <u>DO NOT</u> want researchers to co | ontact you for possible study partici | pation |
| Initial here if you <u>DO NOT</u> want to be included in | n the Callier Clinical Research Cent | er Participant Registry |

CALLIER CENTER DALLAS 1966 INWOOD ROAD DALLAS, TEXAS 75235 972.883.3030 CALLIER CENTER RICHARDSON 2895 FACILITIES WAY RICHARDSON, TEXAS 75080 972.883.3630

THE UNIVERSITY OF TEXAS AT DALLAS | CALLIERCENTER.UTDALLAS.EDU

SPEECH-LANGUAGE THERAPY AGREEMENT

Thank you for choosing the UT Dallas Callier Center for Communication Disorders. Understanding and using the following information will help you make the most of your services.

What you can expect if you/your child enroll:

- The treatment plan goals will be reviewed with you regularly and you will be given changes in the goals as they occur.
- We will make every effort to begin your appointment on time. The clinician will give you as much advance notice as possible if an appointment needs to be rescheduled.
- The clinician(s) working with you or your child will talk with you briefly at the end of each therapy session. Other discussions that need more time or may not be appropriate for your child to hear will need to happen in a separately scheduled appointment. Thirty minute patient or parent conferences are \$75.
- You will be given information regarding the payment for each session before therapy is scheduled. If our therapy fees change, you will be given at least one month's notice.
- We must bill you for phone contacts over 10 minutes at the rate of \$37.50 per 15 minutes. Replies to long email messages may require phone contact to be billed in 15 minute units at \$37.50.
- Once recommended, you/your child's enrollment in a group therapy program is not secured until an enrollment fee of \$75, which is nonrefundable and is not billable to insurance, is paid.

What we expect:

- It is very important to be on time. If you arrive more than 15 minutes late for a group session, your child will not be able to attend the session. Any exception requires prior approval from your clinician. Late arrival for individual therapy may prevent you/your child from being seen for their session.
- Payment is due the day of your appointment, including co-payments.
- A credit card must be on file for therapy services.
- You must keep at least 80% of your therapy appointments per month. If you are unable to fulfill this 80% attendance or if you miss, without canceling, 2 consecutive sessions, it will be necessary to dismiss you from our therapy program.
- If you or your child is sick, we ask that you do not come to the Center. You and/or your child must be free of fever, vomiting and/or diarrhea for at least 24 hours without the use of medication to attend appointments. If you are unable to attend the appointment due to illness, please contact the clinician as soon as possible.
- You must call or email the clinician at least 24 hours before your therapy session to cancel or reschedule an appointment. You will be billed for "no shows" or appointments that are not cancelled 24 hours in advance. Insurance does not pay for missed sessions.
- We would like for you (or a designated, responsible adult) to remain at the Callier Center during your child's therapy. This requirement can be modified on an individual basis by your child's clinician and for certain group programs that meet for longer

periods of time. If an agreement is made that allows you to leave your child at the Center during the session, please be on time to pick them up. A fee of \$37.50 will be charged if you are 5 minutes late to pick up your child and an additional \$37.50 for each 15 minutes after that. This fee is not billable to insurance and must be paid prior to the next session.

- It is very important that you actively participate in following through with home program assignments and homework activities. This will allow continued progress and carryover of newly learned skills.
- If you/your child wear hearing aids/cochlear implants or use Assistive Technology, we expect you to attend appointments with working equipment. Without working equipment, we are unable to provide therapy services.
- You will keep us updated on any significant events going on at school, home, work, and other places that may be affecting you or your child.

Reasons for Dismissal:

The decision to dismiss you or your child from group therapy services is made not only when you or your child no longer qualify as speech-language impaired, but also takes into account the following:

- The type of the speech-language impairment and its effects on the patient's functioning in their home, school, and community environment.
- The patient has stopped making progress or is not able to use the new skills outside the clinic environment. The clinician may then serve as a consultant to others because your child may be better served in a different therapy setting (i.e., schoolbased services, home-based services).
- The patient is not willing to continue the work to make improvements. The clinician may then consider a change in service delivery or talk with you about other possible services.
- Following the attendance rules and/or lack of family involvement. Examples include: not following through with the home program activities, having too many absences, failing to show up, late cancellation of appointments, or being late too many times to therapy.

Please feel free to discuss any questions about the above information with your clinician. We value your thoughts about our services and welcome your comments and questions at any time. For cancelations/reschedules please contact the Appointment Desk at 972-883-3030 (Callier-Dallas), 972-883-3630 (Callier-Richardson).

I have read and agree to the above expectations for therapy services for me/my child. I understand that the initial enrollment fee and re-enrollment fee is nonrefundable.

| Parent / Legal Guardian or Adult Patient Signature: | | | Date: | | |
|---|----------|--------------|--------|------|-----|
| Preferred phone contact: | | (choose one) | home | work | cel |
| Patient Name: | DOB: | | CCCD#_ | | |



CALLIER CENTER DALLAS 1966 INWOOD ROAD DALLAS, TEXAS 75235 972.883.3030 CALLIER CENTER RICHARDSON 2895 FACILITIES WAY RICHARDSON, TEXAS 75080 972.883.3630

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| Patient Name | Date of Birth | CCCD# | |
|--|---|--|---------------------|
| Print Parent or Guardi | an's name (if applicable) | Phone number | |
| | CONSENT FOR TELEHEA | LTH SERVICES | |
| of hearing, speech and speech-language patho clinicians in audiology | The Clinical Division of the Callier Center language services. It is also a training loo logy at The University of Texas at Dallas and speech-language pathology with a mag are provided under the supervision of a | cation for professional education in aud Services are provided by licensed, ceraster's or doctoral degree. All services | liology and rtified |
| staff and clinicians-in- communication will no | TY Patients and their families are assurtraining will remain confidential. Information to be disclosed without written authorizations Callier Center Notice of Privacy Practice. | ation about evaluation, treatment and cu on, except under situations mandated by | ırrent |
| her designee(s) to prov | REATMENT By signing this form, I a vide diagnosis and/or treatment to the patienic communication such as telehealth cann | ent listed above via telehealth. I unders | |
| | stood the policies described above. I authorisorders to provide evaluation and treatme | | r Center |
| Signature of Patient, P | Parent or Personal Representative | Date | |
| Signature of Witness | | Date | |
| | | (Revised 03/20 |)20) |