

# **Southeast Health Group**

## **Mandatory Disclosure Form**

### **WE WANT YOU TO BE INFORMED**

**At Southeast Mental Health Services every unlicensed psychotherapist or licensee shall provide the information below in writing to each patient during the initial patient contact:**

1. The unlicensed psychotherapist's or licensee's name, business address, business phone number, educational degrees, licenses, certifications and credentials.
2. A registered psychotherapist is listed in the state's database and is authorized by law to practice psychotherapy in Colorado but is not licensed by the state and is not required to satisfy any standardized educational or testing requirements to obtain a registration form the state. Unlicensed psychotherapists are not required to be registered on the state's database.
3. Information about the methods of therapy, the techniques used the duration of therapy (if known) and the fee structure.
4. Information that the patient may seek a second opinion from another therapist or may terminate therapy at any time.
5. The information provided by the patient during therapy sessions is legally confidential and can't be released without the patient's consent except as stated in the Notice of Privacy Practices. All patients have received a copy of the Notice of Privacy Practices. Certain legal exceptions will be identified by the therapist should any such situation arise during therapy.
6. In a professional relationship, sexual intimacy is never appropriate and should be reported to the board that licenses, registers, or certifies the licensee, registrant or certificate holder.
7. In residential, institutional, or other settings where psychotherapy may be provided by multiple providers, disclosure shall be made by the primary therapist.

The disclosure of information is not required when therapy is being administered in an emergency, pursuant to a court order, for forensic evaluation only, when the patient is in the physical custody of either the department of corrections or the department of human services, or when the patient is incapable of understanding such disclosure and has no guardian to whom disclosure can be made.

Regulatory requirements: Licensed Clinical Social Worker, Licensed Marriage and Family Therapists, and Licensed Professional Counselor- masters degree in profession and two years of post-masters supervision; Licensed Psychologist- doctorate degree in psychology and one year of post-doctoral supervision; Licensed Social Worker- masters degree in social work; Psychologist Candidate, Marriage & Family Therapist Candidate, Licensed Professional Counselor Candidate- necessary licensing degree, must be in process of completing required supervision for licensure; Certified Addiction Technician (CAT)- high school graduate, complete required training hours, 1,000 hours supervised experience; Certified Addiction Specialist (CAS)- Bachelor's degree: Behavioral Health specialty (Psychology, Social Work, Human Services), clinically supervised work experience hours - 2,000 direct clinically supervised hours (1000 additional direct clinical hours beyond the CAT) complete training hours and 2,000 hours supervised experience; Licensed Addiction Counselor- clinical masters degree and meet the CAT and CAS requirements; Registered Psychotherapist- registered with the State Board of Registered Psychotherapists, not licensed or certified, and no degree, training or experience is required.

Southeast Mental Health Services staff are supervised by qualified, credentialed staff who review their clinical work on a regular basis. You may be contacted by the State of Colorado or other regulatory agencies to ask your opinion about the services you have received from Southeast Mental Health Services.

Mental health professionals are required to maintain records of the people they serve, 18 years of age and older, for a period of ten (10) years from the date of termination of services. Under Colorado law (C.R.S. 12-43-224), if you feel we have violated the law regarding maintenance of records for an individual 18 years of age and older, you must file your complaint or other notice with the Division of Professions and Occupations within seven (7) years after you discover or reasonably should have discovered the violation. All records will be maintained as required under Colorado law. Please be advised that records for an individual 18 years of age and older may not be maintained after the ten-year period.

## *Southeast Health Group Staff*

Cheyenne Adame, BA	Val Clark	Jennifer Johnson, MA, LPC, NCC	Amber Nelson, MA
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12.43.214(1) (c) CRS: The practice of both licensed and unlicensed persons in the field of psychotherapy is regulated by the Department of Regulatory Agencies. Questions or complaints may be addressed to:

### Department of Regulatory Agencies

Mental Health Section  
1560 Broadway STE 1350  
Denver, CO 80202  
(303) 894-7800

Signal Behavioral Health Network  
6130 Greenwood Plaza Blvd. Ste. 150  
Greenwood Village, CO 80111  
(720) 263-4861 Fax: (303) 639-9241

Office of Behavioral Health  
3824 Princeton Circle  
Denver, CO 80236  
(303) 866-7400