

## PHONE SESSIONS

Under certain conditions, Dr. Richard Federici, LLC, hereafter referred to as Dr. Federici, may be able to conduct phone sessions with you. It may be instead of a regularly scheduled in office therapy appointment, or in addition to a regular appointment. If you are traveling, you must advise Dr. Richard Federici, LLC (hereafter referred to as Dr. Federici). For each session Dr. Federici will continuously assess the circumstances to determine if it is advisable for you to have phone sessions. As circumstances change Dr. Federici may or may not allow you to continue phone sessions. Phone sessions are billed at your regular rate, and you will be given a statement either at your next appointment, or one will be mailed to you. If you do not wish to have bills mailed to you, discuss this with Dr. Federici to make alternate arrangements.

There are advantages and disadvantages to Phone Sessions aside from being able to engage in therapy without being in the same physical location. It can be helpful to maintain continuity of care for any reason that either you or Dr. Federici are unable to meet in person, for example if you are recovering from an illness, or injury, if you are away for extended periods of time. It is also advantageous during inclement weather, if you are sick and contagious, or if are experiencing car trouble. A phone session would be helpful if you are unable to physically come into the office for your regularly scheduled appointment, and did not give 24 hour notification. You cannot do phone sessions if you are on your way to Dr. Federici's office and are stuck in traffic, unless you are not the driver. You must again consider the issue of Confidentiality Outside of Sessions, and assess the level of your needs for confidentiality. Confidentiality outside of in-person office sessions will be less secure.

Phone sessions differ from In-person psychotherapy. Though most research shows that phone sessions are about as effective as in-person therapy, a psychologist may not always be able to pick up some non-verbal information over the phone. Assessing threats and other emergencies remotely can be more difficult for some psychologist, than in traditional in-person therapy, therefore, to safely conduct phone sessions psychologists are required to have an Emergency Plan in place for all patients who elect to have phone sessions. Part of that plan requires you to provide at least one Emergency Contact for each location that you regularly are at. Unless you have given Dr. Federici authorization to release information elsewhere, those Emergency Contacts will never be called unless Dr. Federici reasonably believes that you are in imminent danger, or that you pose a serious threat to someone else, that could be aided by contacting the Emergency Contact. If Dr. Federici ever calls the Emergency contact, he will only discuss the emergency situation at hand, such as how to help make sure that you are safe. You must update your Emergency Contact List list as circumstances change, such as someone getting a new number, relocation, new friends, or neighbors to add. This list is for your benefit, and it is essential that if you are in a location or know that your contacts are unavailable, that at the beginning of each phone session, you advise Dr. Federici of at least one contact that is available near where you are should the Emergency Contacts not be available.

## DR. RICHARD FEDERICI, LLC

There are concerns unique to phone sessions. You should prepare ahead of time to assure a smooth session. Dr. Federici requests the following:

- Advise Dr. Federici at least 72 hours if you will be outside of New Jersey
- Never drive while having a Phone Session
- Be in a private room or area so you can talk comfortably
- Make accommodations ahead of time for children, pets, or other distractions
- Minimize distractions, turn OFF tv, computers, gaming systems, music
- Make sure your phone is charged, and that you are in an area with good reception
- Make sure there are enough minutes left if you have a pay-as-you-go phone plan
- Be ready, waiting for Dr. Federici to call you a few minutes before the scheduled time. Use that time to think of what you want to discuss

Keep in mind that similar to a regular in-office therapy session, Dr. Federici will reserve a slot of time for your phone session. You must give 24 hours notice if you need to cancel or change your appointment, or you will be responsible for the full payment. Remember to protect your confidentiality at the level you feel comfortable. For example, if you are using a land-line phone, make sure no one else has access to pick up and extension line, or listen in on your call. Don't be in a public place. With a bit of effort, phone sessions can be very productive.

It may be practical to complete the consent form should the need unexpectedly arise that you would need to have a phone session. By signing the form there is no obligation to ever do phone sessions, just the choice that you can do it, should the need arise,(assuming Dr. Federici agrees that it is in your best interest to have a phone session).

**ACKNOWLEDGMENT AND CONSENT - FOR PHONE SESSIONS**

I \_\_\_\_\_ acknowledge that phone sessions may be an option to me, and that Dr. Federici has the final word on that determination. I have weighed the advantages and disadvantages as well as the benefits and risks of phone sessions, including security concerns with speaking to Dr. Federici, and I would like to have phone sessions available as an option. I have received a copy of the Emergency Plan for Phone Sessions. I also acknowledge that I must complete the Emergency Phone Contact List before having a phone session, and I agree to keep it updated as necessary. If I am in a temporary location, even for just one session, I will advise Dr. Federici of a contact and phone number of someone nearby. If there are changes to my contacts I will submit a new list to Dr. Federici. If I am in a new location that does not have a contact, I will advise Dr. Federici at the beginning of the call.

By signing this document I am under no obligation to have phone sessions, but I understand that in order to ever have a phone session, I must sign this and complete the Emergency Contact List in advance. I acknowledge that I read this document, the Phone Session Handout, which includes the Emergency Plan, and requirements for Emergency Contacts, and I agree to the terms set forth for phone sessions with Dr. Federici. Dr. Federici answered any questions that I may have had about phone sessions. I agree to pay Dr. Federici the same fees as for in-person therapy, at my next office session, or when I receive a bill/statement, whichever is first.

*A minors signature is required for patients 14 and older*

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

—  
\_\_\_\_\_  
**Signature & Relation if Not Patient**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

*(please complete the reverse side of this form)*

**AUTHORIZATION TO CONTACT AND DISCUSS INFORMATION  
WITH EMERGENCY CONTACT FOR PHONE SESSIONS ONLY**

I, \_\_\_\_\_, authorize Dr. Federici to contact anyone on my Emergency Contact list for emergency purposes only if Dr. Federici has reasonable concern that I may be in danger, or that someone else may be in eminent danger. Dr. Federici may only discuss the emergency at hand and will protect my privacy as much as possible, by not giving any unnecessary information to an Emergency Contact concerning any private matters. I will update this list should circumstances or phone numbers change. I understand that I have the right to refuse to sign this form and may revoke this authorization at any time, however, if I do not replace it, I may no longer have phone sessions.

_____	_____	_____
<b>Signature</b>	<b>Print Name</b>	<b>Date</b>
_____	_____	_____
<b>Signature &amp; Relation, if Not Patient</b>	<b>Print Name</b>	<b>Date</b>

**EMERGENCY CONTACT LIST FOR PHONE SESSIONS ONLY**

_____	_____	_____	_____
<b>Name</b>	<b>Relationship</b>	<b>Location</b>	<b>Phone Number</b>
	<i>(Mother, husband, neighbor)</i>	<i>(home, school, brother)</i>	
_____	_____	_____	_____
<b>Name</b>	<b>Relationship</b>	<b>Location</b>	<b>Phone Number</b>
_____	_____	_____	_____
<b>Name</b>	<b>Relationship</b>	<b>Location</b>	<b>Phone Number</b>
_____	_____	_____	_____
<b>Name</b>	<b>Relationship</b>	<b>Location</b>	<b>Phone Number</b>