

INFORMED CONSENT CHECKLIST FOR TELEPSYCHOLOGICAL SERVICES

Prior to starting video-conferencing services, we discussed and agreed to the following:

- There are potential benefits and risks of video-conferencing (e.g. limits to patient confidentiality) that differ from in-person sessions.
- Confidentiality still applies for telepsychology services, and nobody will record the session without the permission from the others person(s).
- We agree to use the video-conferencing platform selected for our virtual sessions, and the psychologist will explain how to use it.
- You need to use a webcam or smartphone during the session.
- It is important to be in a quiet, private space that is free of distractions (including cell phone or other devices) during the session.
- It is important to use a secure internet connection rather than public/free Wi-Fi.
- It is important to be on time. If you need to cancel or change your tele-appointment, you must notify the psychologist in advance by phone or email.
- We need a back-up plan (e.g., phone number where you can be reached) to restart the session or to reschedule it, in the event of technical problems.
- We need a safety plan that includes at least one emergency contact and the closest ER to your location, in the event of a crisis situation.
- If you are not an adult, we need the permission of your parent or legal guardian (and their contact information) for you to participate in telepsychology sessions.
- You are responsible for full payment at the time of service (prior to the beginning of the session). This office does not bill insurances (Fee per session is \$150). Each session is 45 to 50 minutes long.
- If a Consultation Report is requested, a prepayment of \$200 is required to write and prepare the report.
- As your psychologist, I may determine that due to certain circumstances, telepsychology is no longer appropriate and that we should resume our sessions in-person. If face-to-face in-person sessions are not possible because of distance or other factors, I will refer you to a psychologist in your area to follow up.

Psychologist Name / Signature: _____

Rory Fleming Richardson, Ph.D., ABMP, TEP

Patient Name: _____

Signature of Patient/Patient's Legal Representative: _____

Date: _____