

*Angie Simonton, LCSW
Individual & Family Clinical Social Worker
Welcome New Adult Client Letter*

Welcome!

I am honored that you have chosen me to walk with you through your challenges. You have taken a significant first step. It takes a great deal of strength to seek out help.

Before we begin our first session together, I will need for you to complete some initial paperwork. I know that this can be tedious, however it's important for effective treatment and required via state and federal guidelines. First I request that all new clients send me an email at angie@angiesimontonlcsw.org with images of the front and back of your insurance card (if it applies). Next please print and fully complete the following forms and bring with you to the first session:

- Declaration of Practice and Procedures
- HIPAA Policies
- Release of Information Form (examples to complete for: PCP, Psychiatrist, school, spouse, emergency contact). Please complete one for each separate person/ Agency.
- BioPsychoSocial Assessment for Adults
- Directions to my office
- Any additional psychological assessments

If you have any questions before your session, please contact me. Otherwise I look forward to meeting with you soon!

Sincerely,

Angie Simonton, LCSW

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