

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

Welcome!

I am honored that you have chosen me to walk with your child and family through these 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). This should be sent to me at as soon as possible. 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 Children
- Directions to my office
- Informed Consent for Minors (to be signed by all legal guardians unless sole custody is in place or it meets the criteria of the below form).
- Sole Guardianship form (in the event that both guardians are unable to give consent for treatment).
- Any additional psychological assessments requested.

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

Sincerely,

Angie Simonton, LCSW

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