

M. PATRICIA HOGAN, PH.D.
LICENSED PSYCHOLOGIST

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OFFICE INFORMATION

Welcome to my practice. I hope that your visits here will be helpful. Please read what follows carefully because it will help you to use my services most effectively. Please ask me any questions you might have after reading this material. Prior to the end of the first session, you will also be given a copy of the Health Insurance Portability and Accountability Act (HIPAA) Notice of Privacy Practices, which explains my policies and practices to protect the privacy of your health information.

WHAT IS A CLINICAL PSYCHOLOGIST?

Clinical psychologists provide an array of services, including psychotherapy, consultation, and testing. The primary service offered in my practice is psychotherapy, helping people to resolve personal, family, and work problems. I also encourage my clients to build on their strengths, balance their lives, and realize their full potential.

In North Carolina, those allowed by law to use the title Licensed Psychologist have earned the Ph.D. degree from a graduate school approved by the North Carolina Psychology Board. They also have two years of supervised experience, including a one-year internship plus at least one postdoctoral year of supervised experience. Psychologists are trained in a broad range of problem solving strategies, psychological testing, and in scientific research.

I was trained in the Clinical Psychology Program at the University of Maryland – College Park and completed my internship at the University of North Carolina – Chapel Hill School of Medicine. Both programs are approved by the American Psychological Association. I have been a practicing clinical psychologist since 1987.

VISITS AND FEES

My fee is \$100.00 for a one-hour session. The \$100.00 fee is prorated for other professional services that might be required and for telephone consultation. There is no charge for brief calls, such as to change an appointment time. Please note that insurance companies almost never pay for telephone consultations

Fees are due at the time of service. We will usually schedule further appointments and collect fees at the beginning of the session. Payment can be made with cash or check; please write your check out before the session so we will have more time to talk. You will be given a receipt that contains the necessary information, should you choose to file for insurance reimbursement. If you plan to use insurance, please review the separate handout **ABOUT FEES AND INSURANCE**, which I can give to you at the end of our first session. If a check is returned by the bank for insufficient funds, you will be responsible for the cost of the session as well as any fee charged by the bank.

CANCELLATIONS

Cancellations must be made 24 hours in advance to avoid being charged for the session (my voice mail records the time of your call). This policy is strictly followed because: A) Regular appointments are necessary for therapy to work. B) Frequently, another client would like to use the time set aside for you, should it become available. Twenty-four hours usually gives people sufficient time to make arrangements, although it is requested that you call as soon as you know you will need to cancel. C) Since therapy visits run one hour, each appointment constitutes a significant portion of my schedule. Losses from missed appointments are not easily absorbed and lead to more rapid fee increases. Exceptions to this policy are made in circumstances where your absence is not foreseeable or is unavoidable (e.g., sudden illness, family emergency). Please call on Sunday if you discover you will not be able to make an appointment on Monday.

CONTACTING ME

I am often not immediately available by telephone. While I am usually in my office during the day, I will not answer the phone when I am in session. When I am unavailable, my telephone is answered by voice mail, which I monitor frequently. I will make every effort to return your call on the same day you make it, with the exception of weekends and holidays. Emergency appointments can be made during regular hours, and I will make every effort to accommodate this need. However, in order to be fully rested for office hours and in order to maintain my own family life, I am not available for after-hours emergencies. If you feel that you cannot wait safely for me to return your call, you should call your physician, go to or call a local hospital emergency room, or call 911. You can reach Carolinas Medical Center Behavioral Health Center Emergency Room at 704-444-2400 or Presbyterian Hospital Behavioral Health Access at 704-384-4255.

CONFIDENTIALITY

The information you share with me is confidential. That means that information about you does not leave my office without your consent or authorization. Exceptions to this policy are listed below, and are explained more fully in the Notice of Privacy Practices:

1. I am **required by law** to make a report to the Department of Social Services whenever I have reason to **suspect** a child or disabled adult might have been abused by a caretaker.
2. If, in my clinical judgment, there is intent on your part to do serious harm to yourself or to someone else, I may share that information appropriately in an attempt to prevent that harm from occurring.
3. Please be aware that if legal action is brought against a therapist, it is likely that all treatment records will become open in court.
4. If you are involved in legal action, North Carolina District and Superior Court judges (and presumably Federal judges) are authorized by law to order a psychologist to reveal confidential information if the judge considers it to be in "the proper administration of justice".

In addition to the above, I sometimes consult with professional colleagues to improve the quality of care I provide. Your signature on this form constitutes advanced consent for that practice. I do not use full names or other identifying information when discussing psychotherapy or evaluation cases with other professionals. They are also legally bound to keep this information confidential.

