

# INDEPENDENT BEHAVIORAL HEALTH GROUP

## IMPORTANT INFORMATION FOR PATIENTS RECEIVING PSYCHIATRIC SERVICES

Independent Behavioral Health Group, makes every effort to assure that you are informed regarding the services you receive. Please read this document carefully because it provides important information that you need to know regarding the services you receive from our psychiatrists.

1. It is important that you keep all of your appointments with the psychiatrist as scheduled.
2. Twenty-four (24) hour notice is expected when you cancel an appointment with the psychiatrist. If you fail to give the clinic 24-hour notice, you will be charged a **NO SHOW fee of \$50**. No show charges are not covered by your insurance.
3. It is essential that you take any prescribed medications as directed by the psychiatrist.
4. Women of childbearing age should avoid pregnancy while taking psychotropic medications. Women of childbearing age should notify the psychiatrist immediately if they intend to become pregnant or if there is a possibility they may be pregnant, i.e., they have experienced a missed period.
5. It is important that you assist your psychiatrist and other prescribers of medication in managing information about your medications so that your doctor can help make sure that the medicines you take can be safely used together. You should inform your personal physicians about any medications that are prescribed by your psychiatrist. You should also update your "Patient Medication List" whenever a personal physician prescribes a new medication for you. If you sign a Release of Information allowing us to communicate with your personal physicians, we will communicate with them to promote your well-being.
6. It is expected that you will obtain any laboratory tests as requested by your psychiatrist. Results of your laboratory investigations are available to you upon request.
7. It is expected that you will continue to see your therapist as well as your psychiatrist. While you may experience a reduction in symptoms after you begin taking your medication; you and your therapist need to work together to address underlying factors causing your symptoms.
8. If you fail to keep your appointments with either your psychiatrist or your therapist and you are receiving medications, a 30-day supply will be prescribed. After that time, you are expected to contact your family physician for continuation of your medication. After 30 days, our psychiatrists will no longer be responsible for your medications.
9. Patients who are seeing the psychiatrist because of disability are expected to bring disability forms to their appointments. In order to have your disability forms completed you must keep all appointments.
10. Independent Behavioral Health Group does not renew medications via telephone. All prescription renewals need to be obtained during an appointment with your psychiatrist. To avoid running out of medications, you are expected to schedule and keep an appointment with the psychiatrist before your medication prescription expires.

If you have any questions about the services you are receiving, please feel free to bring your concerns to

the Office Manager.

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Patient Signature and/or Parent/Legal Guardian

\_\_\_\_\_  
Date

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