

Richard Gottlieb, M.D., Psy.D.

Psychiatry and Psychoanalysis

AUTHORIZATION FOR USE OF HIPAA-COMPLIANT VIDEOCONFERENCING SERVICE

I understand that prior to meeting via any videoconferencing service, I must agree to the following:

- There are potential benefits and risks of videoconferencing (e.g. limits to patient confidentiality) that differ from in-person sessions.
- Confidentiality still applies for telemedicine services. Thus, nobody will record your session.
- We agree to use a videoconferencing platform that I have selected for our virtual sessions, and I or my staff will explain how to use it.
- You need to use a computer equipped with a webcam or smartphone to use the service.
- It is important to set up your device in a quiet, private space that is free of distractions 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. Thus, you will need to arrange to use this service and return this signed release form at least one day in advance of your appointment. If you need to cancel or change your appointment because of falling ill on the day of the appointment, please notify me as soon as possible.
- 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 any technical problems.
- If you are using this service because of falling ill, we need a safety plan that includes at least one emergency contact and the closest ER to your location.
- If you are not an adult, we need your parent or legal guardian to give written permission for you to participate in telemedicine sessions.
- You should confirm with your insurance company that the video sessions will be reimbursed; if they are not reimbursed, you are responsible for full payment.
- As your psychiatrist/psychoanalyst, I may determine that due to certain circumstances, telemedicine is no longer appropriate and that we should resume our sessions in-person or reschedule to dates and times after the need for the service no longer exists.

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hereby authorizes Dr. Gottlieb to use a videoconferencing service to do either medication management or psychotherapy remotely with me. I understand that the service I wish to use is a HIPAA-compliant business partner of Dr. Gottlieb and that, as such, Dr. Gottlieb can guarantee that any and all discussions, therapy sessions, or sharing of other HIPAA-protected personal and/or confidential information via videoconferencing will not be viewed, recorded, or shared by third parties. I understand that the Health Insurance Portability and Accountability Act of 1996 provides special protections to "psychotherapy notes". Psychotherapy notes are defined under HIPAA as notes recorded by a health provider who is a mental health professional "documenting or analyzing the contents of conversation during a private counseling session or a group, joint, or family counseling session. I also understand that psychotherapy notes are separated from the rest of the individual's medical record". In the case of psychotherapy via videoconferencing, an actual copy of the videoconference session, a transcript of the contents, or notes about the session shall all be considered protected information. I understand and accept that my decision to use this service means that I am acknowledging that the videoconferencing service Dr. Gottlieb recommends will enforce the special protections for the material shared by videoconferencing via this service only. I also understand that all other psychotherapy notes written by Dr. Gottlieb shall remain confidential and protected as required by HIPAA.

I understand that I have the right to revoke this authorization at any time, in writing, signed by me. However, such a revocation shall not affect any disclosures I have already made in reliance on my prior authorization. I am the Privacy Officer of my practice, and so in such a case you will need to submit your revocation in writing to me.

Videoconferencing Service:

This authorization was signed by:

Patient's Name: DOB:

Guardian: Date signed: