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Fax: 1-877-417-4420

Date file opened: _____

# FAMILY THERAPY INTAKE FORM

*Fill out Individually*

First name: _____ Last name: _____

Age: _____ Birth day: _____ Month: _____ Year: _____

Ethnicity: _____ Religion: _____ Marital Status: _____

Sex/gender: _____ Number of children: _____ Ages of children: _____

Home address: _____

Who do you live with? _____

Cell #: _____ Home #: _____

Work #: _____ Email: _____

Name of emergency contact: _____ Phone: _____

**EMPLOYMENT INFORMAITON:**

☐ On sick leave, as of this date: _____ Return to work date: _____

I was: ☐ Full-time or ☐ Part-time at: _____ Position: _____

☐ Full-time at: _____ Position: _____

☐ Part-time at: _____ Position: _____

☐ Not working because: _____

**HOW YOU FOUND THIS CLINIC:**

☐ Word of mouth ☐ I'm a former client ☐ Order of Psychologists (OPQ) ☐ Psychology Today

☐ Rate MDs ☐ CJAD 800 ☐ Google, using these words: _____

☐ Other: _____

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**PSYCHIATRIC AND MEDICAL HISTORY**

Please list any ***psychiatric or "mental"*** problems you have been diagnosed with:

_____

_____

_____

Please list any ***medical or "physical"*** problems that you have been diagnosed with:

_____

_____

_____

Please list any **medications you currently take**, and what you take them for:

_____

_____

_____

_____

Name of **Family doctor:** _____ Phone: _____

**Last check-up** was during the month of: _____ Year: _____

Results: _____

_____

Name of **Psychiatrist:** _____ Phone: _____

**Last visit** was during the month of: _____ Year: _____

Results: _____

_____

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**MENTAL HEALTH TREATMENT HISTORY**

Have you ever been **hospitalized for psychological or psychiatric reasons?** ☐ No ☐ Yes

If yes, please describe when and where you were hospitalized, and for which reasons.

_____

_____

_____

Have you **received prior family counselling**? And, if yes, for what problems? ☐Yes ☐ No

If yes, when:_____ Where:_____

By whom:_____ Length of treatment:_____

Problems treated:_____

_____

**Was the outcome successful**? ☐ Very ☐ Somewhat ☐ No change ☐ Got worse

Have you ever been in **individual counselling before?** ☐ Yes ☐ No

If yes, give a brief summary of concerns you addressed_____

_____

**CURRENT HABITS**

Please describe your ***current*** habits in each of the following areas:

| |
|---|
| Smoking: |
| Gambling: |
| Drinking: |
| Drug use: |
| Caffeine intake: |
| Exercise: |
| Eating: |
| Sleeping: |
| Fun and relaxation: |

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**STRESSFUL LIFE EVENTS**

Please describe any **current significant or stressful life events** that you have been experiencing:

| | No | Yes | If yes, please describe |
|---|---|---|---|
| Economic problems? | | | |
| Difficulty accessing health care? | | | |
| Legal issues or crime? | | | |
| Cultural issues? | | | |
| Family conflict or lack of support? | | | |
| Social problems? | | | |
| Educational or occupational difficulties? | | | |
| Housing problems? | | | |
| Grief or bereavement? | | | |
| Other? | | | |

**QUESTIONS ABOUT YOUR FAMILY**

**How close you feel to your family members:** (distant) 1 2 3 4 5 (close)

**How well you get along with your family members**: (poorly) 1 2 3 4 5 (great)

What are the **family and/or household rules?** _____

_____

_____

What are your **expectations for counselling:** _____

_____

_____

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What are your **treatment objectives** (please check all that apply):

- □ Improve communication
- □ Problem solving
- □ More quality time together
- □ More respect/understanding
- □ Less harsh discipline
- □ Other (specify):
- □ Conflict resolution
- □ More emotional safety
- □ Resolve individual issues
- □ Power and control issues
- □ More sharing of the chores
- □ Parenting skills
- □ More physical safety
- □ More autonomy
- □ More hobbies
- □ Help for children's behaviour

**What have you already tried** to address these difficulties?_____

_____

_____

**Whose idea** was it to come to therapy? _____

**Was there a prompting event** that led someone to make this call? **(Why seek help now?)** _____

_____

_____

_____

What are your **biggest strengths** as a family? _____

_____

_____

_____

Please make at least three suggestions as to something ***you*** **could personally do to improve** the relationship regardless of what your family members do: _____

_____

_____

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Does anyone in your family **drink alcohol** or **take drugs** to intoxication? ☐ Yes ☐ No

If yes, who, how often and what drug/alcohol? _____

_____

_____

Has anyone in your family **physically restrained, harmed, or injured** the other person?

E.g., pushed, shoved, grabbed, or slapped, etc. ☐ Yes ☐ No

If yes, who, how often and what happened? _____

_____

_____

Is your family **at risk for splitting up?** ☐ Yes ☐ No ☐ Unsure

If yes or unsure, please describe _____

_____

_____

Do you perceive that anyone in your family has **withdrawn or given up trying to work things out?**

☐ Yes ☐ No If yes, who? _____

Circle your current level of **stress overall?** (No stress) 1 2 3 4 5 (extremely stressed)

Circle your current level of **stress in the family?** (No stress) 1 2 3 4 5 (extremely stressed)

Name the **top three concerns** that you have in your family ("1" being the most problematic):

1. _____
2. _____
3. _____

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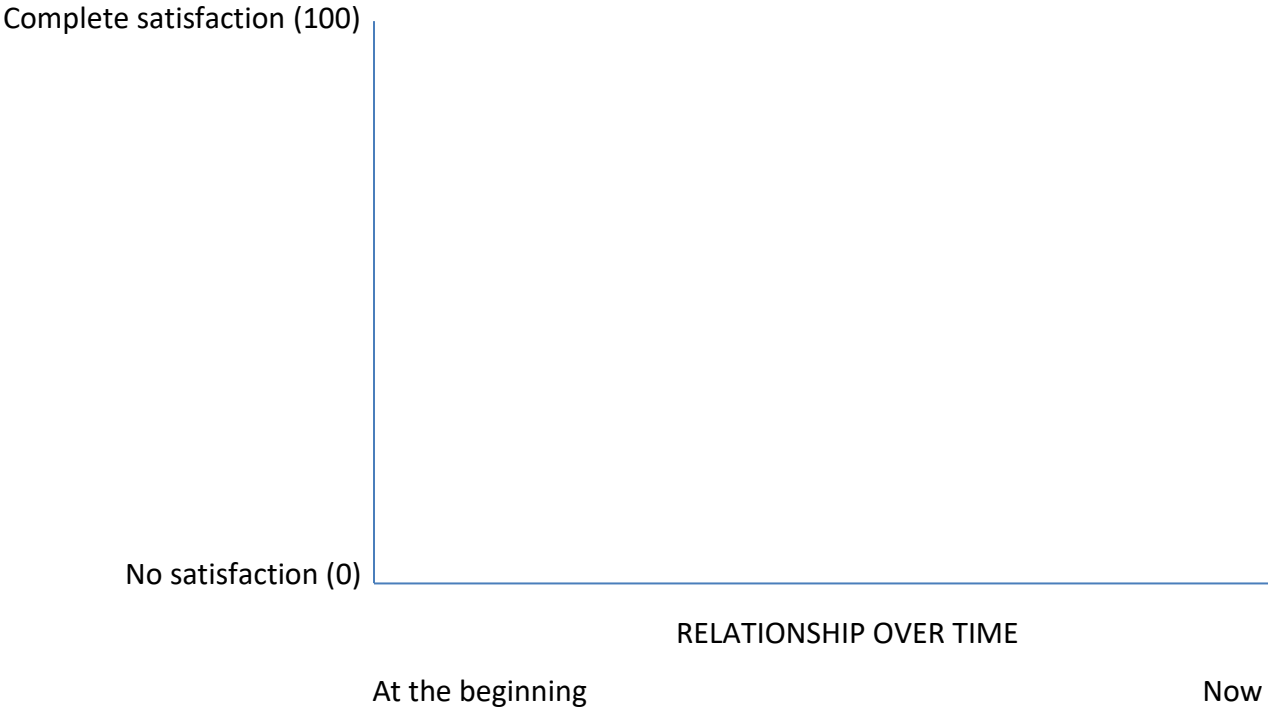
**How important** is it to you to improve the quality of your family relationships?

(not important) 1 2 3 4 5 6 7 8 9 10 (extremely important)

**How willing** are you to make "working on these relationships" a priority in your life?

(not willing) 1 2 3 4 5 6 7 8 9 10 (extremely willing)

Lastly, please **draw a graph indicating your level of family satisfaction** from the start until now. Mark significant events in your life (e.g., birth of a child, puberty, remarriage, etc.).




Is there **anything else** that you would like to mention? _____

_____

_____

_____

_____

_____

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## CONSENT TO RECEIVE PSYCHOLOGICAL SERVICES: *Clinic Copy*

This consent form explains the nature of the psychological services that you are about to receive. As consent is an ongoing process, any changes that may influence your consent will be discussed with you.

**Nature of treatment:** (i) Evaluation and treatment planning: Approximately 1-3 sessions, (ii) Intervention: Depends on many factors, such as the nature of your difficulties and readiness for change, (iii) Termination: Approximately 1-2 sessions, involves developing a "toolbox" of strategies that may be used to help you maintain your treatment gains and reduce the likelihood of relapse and/or reoccurrence. Treatment effectiveness varies from person to person. Discussing, working with, and changing thoughts, feelings, and behaviours may be painful and challenging at times.

**Approach:** Your therapist will complete an intake assessment to understand how your current difficulties may have developed and are maintained within the various contexts of your life. The results of this assessment will be shared with you, and a treatment plan will be developed including some potential goals for therapy, and the strategies that may be used to help you reach your goals. Throughout the therapy you are invited to share any concerns or questions that you may have about the therapy process. This helps the therapist to personalize the treatment strategies to better match your unique needs. *Services are by appointment only; in an emergency please call 911 or go to the emergency room.*

**Fees and payment:** Sessions are approximately 45-50 minutes in length. Every attempt is made to see clients on time. To work towards this goal, payment is due at the *start* of each session, and sessions are to end no later than 10-minutes to the hour. Payments can be made by cash, debit, or credit card. **FOURTY-EIGHT (48) full hours' notice *is required to* CANCEL OR RESECHEDULE *an appointment to avoid being billed an administrative fee for the full cost of the missed session*. THE ONLY EXCEPTIONS ARE TRUE EMERGENCIES.**

**Confidentiality:** Psychological records may include items such as personal information, progress notes, and evaluations, and may be destroyed 5 years after your file has been closed. No information about you can be released to a third party without your prior written consent, or verbal consent in the case of an emergency. Exceptions include: (1) when children are under 14 years of age, and their parents/legal guardians want access to the file, (2) risk of imminent danger, such as suicide, death, risk of a child running away, or serious bodily harm to an identifiable person or group, (3) suspected or known abuse or neglect of a child or older adult, (4) unsafe operation of a motor vehicle, (5) requests ordered by a court of law or the Order of Psychologists of Quebec, (6) access is required by personnel (e.g., administrative staff) to carry out their professional duties, or (7) limitations inherent in technology such as email, phone, or Skype. Therapists must, as soon as the interest of their client so requires, receive supervision, consult another therapist, a member of another professional order, or another competent person. Disclosure of identifying information will be minimized, and names will not be released without consent.

**Mutual rights and responsibilities:** The relationship must remain limited to a respectful therapeutic framework. You may refuse any therapeutic suggestions offered to you, or to suspend or cease treatment at any time without penalty. *If you decide to stop treatment for any reason, please notify your therapist so that your file can be closed and/or you can be referred to another resource. If you stop treatment without an explanation, your file will automatically be closed after 30 days.*

**Consent to treatment:** I have read and understood the above information, and any questions that I had have been answered. I agree with the above consent form, and freely consent to receive psychological services.

Name of client: _____ Signature: _____ Date: _____

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## CONSENT TO RECEIVE PSYCHOLOGICAL SERVICES: *Client's Copy*

This consent form explains the nature of the psychological services that you are about to receive. As consent is an ongoing process, any changes that may influence your consent will be discussed with you.

**Nature of treatment:** (i) Evaluation and treatment planning: Approximately 1-3 sessions, (ii) Intervention: Depends on many factors, such as the nature of your difficulties and readiness for change, (iii) Termination: Approximately 1-2 sessions, involves developing a "toolbox" of strategies that may be used to help you maintain your treatment gains and reduce the likelihood of relapse and/or reoccurrence. Treatment effectiveness varies from person to person. Discussing, working with, and changing thoughts, feelings, and behaviours may be painful and challenging at times.

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