

# KAREN ROSE, MFT

870 Market Street, Suite 1065, San Francisco, CA 94102  
Telehealth only service address: 2001 Addison Street, #300, Berkeley, CA 94704  
510-486-1188  
Fax 720-204-4534  
karenrosemft@rose-counseling.com

## I. PERSONAL INFORMATION

Your Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_  
Email: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Other Phone #: \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_  
Your Current Employer: \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Emergency Contact Person: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Emergency Contact's Phone #: \_\_\_\_\_  
Primary Care Physician: \_\_\_\_\_ Office Phone #: \_\_\_\_\_

## II. INSURANCE – ATTACH A COPY OF YOUR INSURANCE CARD

INSURANCE COMPANY: \_\_\_\_\_ INSURANCE COMPANY MENTAL HEALTH PHONE#: \_\_\_\_\_  
SUBSCRIBER ID: \_\_\_\_\_ AUTHORIZATION#: \_\_\_\_\_  
EAP COMPANY: \_\_\_\_\_ EAP PHONE # \_\_\_\_\_

## III. CONSENT TO RELEASE OF INFORMATION

I hereby authorize Karen Rose to release any information necessary to facilitate the processing of insurance claims submitted on my behalf for services she renders to me.

## IV. AUTHORIZATION OF PAYMENTS

I hereby authorize payment of insurance benefits to Karen Rose for services she renders to me. I understand that this authorization will remain in effect unless I terminate the authorization in writing.

## IV. PRIVACY POLICY AND OFFICE POLICIES

I hereby acknowledge that I have received a copy of this office's Notice of Privacy Practices and Office Policies (available online at [www.rose-counseling.com](http://www.rose-counseling.com)) including cautions about using email for communicating about private health information. I understand and agree to comply with them.

## VI. CANCELLATIONS, CO-PAYMENTS, DEDUCTIBLES

I understand and agree that a 48 hour notice is required for cancellation of a session. I will pay for any missed sessions or sessions canceled late as per my insurance company's regulations. Insurance will not be billed for those sessions. I am responsible for all co-payments, deductibles and payments for sessions not covered by my insurance company. \*

## VII. FOR MEDI-CAL CLIENTS ONLY

I have been offered an Advance Directive, a Guide to Medi-Cal Mental Health Services, a CBHS Provider Listing and Client's Rights information sheet.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*If you need to reach Karen to change or cancel an appointment with less than 48 hours notice, please call 510-486-1188. Only use email for non-urgent communication. Thank you.