

NIAGARA COUNTY DEPARTMENT OF MENTAL HEALTH

PATIENT DEMOGRAPHIC FORM		TODAY'S DATE:	
NAME:		REFERRAL DATE:	
Maiden Name/Alias:		Social Security #:	
Address:		Date of Birth:	
City:			
Primary Phone:		State:	Zip:
<input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work Ok to leave message? <input type="checkbox"/> Yes <input type="checkbox"/> No		Alternate Phone:	
Email Address: Patient Portal? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>*Email Required for Patient Portal*</i>		Ok to leave message? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Appointment Reminder Preference (Select One): <input type="checkbox"/> Text <input type="checkbox"/> Call Cell <input type="checkbox"/> Call Home			
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> Never Married <input type="checkbox"/> Single <input type="checkbox"/> Living As Married <input type="checkbox"/> Coupled / Committed Relationship			
Sex Assigned at Birth: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other:			
Gender Identity: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender (<input type="checkbox"/> M-F or <input type="checkbox"/> F-M) <input type="checkbox"/> Nonbinary <input type="checkbox"/> Other:			
Preferred Pronouns: <input type="checkbox"/> He/Him/His <input type="checkbox"/> She/Her/Hers <input type="checkbox"/> They/Them/Theirs <input type="checkbox"/> Others:			
Sexual Orientation: <input type="checkbox"/> Straight <input type="checkbox"/> Gay <input type="checkbox"/> Lesbian <input type="checkbox"/> Bisexual <input type="checkbox"/> Queer <input type="checkbox"/> Questioning <input type="checkbox"/> Two-Spirit <input type="checkbox"/> Prefer not to answer <input type="checkbox"/> Other:			
Are you Pregnant: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Preferred Language: <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Sign (ASL) <input type="checkbox"/> Other: Interpreter Needed: <input type="checkbox"/> No <input type="checkbox"/> Yes	Ethnicity: <input type="checkbox"/> Central American <input type="checkbox"/> Cuban <input type="checkbox"/> Dominican <input type="checkbox"/> Hispanic/Latino/a/x <input type="checkbox"/> Mexican <input type="checkbox"/> Not of Hispanic Origin <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Other Caribbean <input type="checkbox"/> Other:	Race: <input type="checkbox"/> Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black, African American or Caribbean <input type="checkbox"/> Hawaiian/Pacific Islander <input type="checkbox"/> Native American <input type="checkbox"/> White <input type="checkbox"/> Bi-Racial <input type="checkbox"/> Other:	Tobacco Use (Smoking/Vaping) <input type="checkbox"/> Never <input type="checkbox"/> Former <input type="checkbox"/> Current Every Day <input type="checkbox"/> Current Some Day <input type="checkbox"/> Unknown
Have you had any thoughts of suicide in the past few days including today? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Have you taken any action to harm yourself or someone else in the past few days including today? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Do you have a Primary Care/Medical Provider? <input type="checkbox"/> No <input type="checkbox"/> Yes			
If yes, Medical Providers Name:		Phone:	
Living Arrangement: <input type="checkbox"/> Private Residence <input type="checkbox"/> Boarding House <input type="checkbox"/> Supportive Housing <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Domestic Violence Shelter <input type="checkbox"/> Homeless Shelter <input type="checkbox"/> Homeless <input type="checkbox"/> Couch Surfing/Transient <input type="checkbox"/> OMH licensed residential care <input type="checkbox"/> OASAS licensed residential care <input type="checkbox"/> Assisted Living <input type="checkbox"/> Nursing or Health-Related Facility <input type="checkbox"/> Other:			
Are you currently in School? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, School/Grade: _____			
If no, please note highest schooling completed: <input type="checkbox"/> Grade: ____ <input type="checkbox"/> GED <input type="checkbox"/> High School Graduate <input type="checkbox"/> Vocational Training <input type="checkbox"/> Some College <input type="checkbox"/> Associates Degree <input type="checkbox"/> Bachelors Degree <input type="checkbox"/> Masters Degree <input type="checkbox"/> Doctorate <input type="checkbox"/> Other:			

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Ability to Read/Write: ☐ Able to read/write ☐ Able to read/not write ☐ Able to write/not read
☐ Unable to read/write

Military Service: ☐ Active ☐ Reserves ☐ Honorable Discharge ☐ Medical Discharge
☐ Dishonorable Discharge ☐ None If Yes, what Branch did/do you serve in:

Veterans Status: ☐ No ☐ Yes

Criminal Justice Involvement: ☐ No ☐ Yes

If yes: ☐ Probation ☐ Parole ☐ Charges Pending ☐ Treatment /Specialty Court Involvement ☐ Other:

Are you working? ☐ Yes ☐ No **If yes, Employer:** _____ ☐ F/T ☐ P/T

If no, Reason (e.g. Disability, Looking for employment, Retired, Student) _____

Do you have animals/pets in your home? ☐ No ☐ Yes, specify: _____

Do you have firearms or weapons in your home? ☐ No ☐ Yes, specify type: _____

Religion (specify):

Do you have any Special Needs? ☐ No ☐ Yes, Describe (e.g. Mobility, Reading, Seeing, Hearing, etc):

Do you use transportation services? ☐ No ☐ Yes Specify: ☐ Medicaid Cab ☐ Bus ☐ Other:

Do you have any Known Allergies? ☐ No ☐ Yes, list allergies:

Referral Information

How did you hear about us? ☐ Self/Walk-in ☐ Friend ☐ Family ☐ Social Media ☐ Other:

Reason for Referral/Treatment:

Do you have a Care Manager? ☐ No ☐ Yes

If Yes, Care Manager Name/Agency:

Phone:

Emergency Contact Information

Name:

Relationship:

Phone:

Name:

Relationship:

Phone:

Additional Information:



PSYCKES CONSENT FORM

Niagara County Department of Mental Health & Substance Abuse Services

About PSYCKES

The New York State (NYS) Office of Mental Health maintains the Psychiatric Services and Clinical Enhancement System (PSYCKES). This online database stores some of your medical history and other information about your health. It can help your health providers deliver the right care when you need it.

The information in PSYCKES comes from your medical records, the NYS Medicaid database and other sources. Go to www.psyckes.org, and click on **About PSYCKES**, to learn more about the program and where your data comes from.

This data includes:

- Your name, date of birth, address and other information that identifies you;
- Your health services paid for by Medicaid;
- Your health care history, such as illnesses or injuries treated, test results and medicines;
- Other information you or your health providers enter into the system, such as a health Safety Plan.

What You Need to Do

Your information is confidential, meaning others need permission to see it. Complete this form now or at any time if you want to give or deny your providers access to your records. What you choose will not affect your right to medical care or health insurance coverage.

Please read the back of this page carefully before checking one of the boxes below. Choose:

- "I GIVE CONSENT" if you want this provider, and their staff involved in your care, to see your PSYCKES information.
- "I DON'T GIVE CONSENT" if you don't want them to see it.

If you don't give consent, there are some times when this provider may be able to see your health information in PSYCKES – or get it from another provider – when state and federal laws and regulations allow it.¹ For example, if Medicaid is concerned about the quality of your health care, your provider may get access to PSYCKES to help them determine if you are getting the right care at the right time.

Your Choice. *Please check 1 box only.*

- ☐ **I GIVE CONSENT** for the provider, and their staff involved in my care, to access my health information in connection with my health care services.
- ☐ **I DON'T GIVE CONSENT** for this provider to access my health information, but I understand they may be able to see it when state and federal laws and regulations allow it.

Print Name of Patient

Date of Birth of Patient

Patient's Medicaid ID Number

Signature of Patient or
Patient's Legal Representative

Date

Print Name of Legal Representative (if applicable)

Relationship of Legal Representative
to Patient (if applicable)

¹ Laws and regulations include NY Mental Hygiene Law Section 33.13, NY Public Health Law Article 27-F, and federal confidentiality rules, including 42 CFR Part 2 and 45 CFR Parts 160 and 164 (also referred to as "HIPAA").

1 **How providers can use your health information.** They can use it only to:

- Provide medical treatment, care coordination, and related services.
- Evaluate and improve the quality of medical care.
- Notify your treatment providers in an emergency (e.g., you go to an emergency room).

2 **What information they can access.** If you give consent, Niagara County Department of Mental Health and Substance Abuse Services can see ALL your health information in PSYCKES. This can include information from your health records, such as illnesses or injuries (for example, diabetes or a broken bone), test results (X-rays, blood tests, or screenings), assessment results, and medications. It may include care plans, safety plans, and psychiatric advanced directives you and your treatment provider develop. This information also may relate to sensitive health conditions, including but not limited to:

- Mental health conditions
- Genetic (inherited) diseases or tests
- Alcohol or drug use
- HIV/AIDS
- Birth control and abortion (family planning)
- Sexually transmitted diseases

3 **Where the information comes from.** Any of your health services paid for by Medicaid will be part of your record. So are services you received from a state-operated psychiatric center. Some, but not all information from your medical records is stored in PSYCKES, as is data you and your doctor enter. Your online record includes your health information from other NYS databases, and new databases may be added. For the current list of data sources and more information about PSYCKES, go to: www.psyckes.org and see “About PSYCKES”, or ask your provider to print the list for you.

4 **Who can access your information, with your consent.** Niagara County Department of Mental Health and Substance Abuse Services’s doctors and other staff involved in your care, as well as health care providers who are covering or on call for Niagara County Department of Mental Health and Substance Abuse Services. Staff members who perform the duties listed in #1 above also can access your information.

5 **Improper access or use of your information.** There are penalties for improper access to or use of your PSYCKES health information. If you ever suspect that someone has seen or accessed your information – and they shouldn’t have – call:

- Niagara County Department of Mental Health and Substance Abuse Services at **716-439-7410**, or the NYS Office of Mental Health Customer Relations at **800-597-8481**.

6 **Sharing of your information.** Niagara County Department of Mental Health and Substance Abuse Services may share your health information with others only when state or federal law and regulations allow it. This is true for health information in electronic or paper form. Some state and federal laws also provide special protections and additional requirements for disclosing sensitive health information, such as HIV/AIDS, and drug and alcohol treatment.¹

7 **Effective period.** This Consent Form is in effect for 3 years after the last date you received services from Niagara County Department of Mental Health and Substance Abuse Services, or until the day you withdraw your consent, whichever comes first.

8 **Withdrawing your consent.** You can withdraw your consent at any time by signing and submitting a Withdrawal of Consent Form to Niagara County Department of Mental Health and Substance Abuse Services. You also can change your consent choices by signing a new Consent Form at any time. You can get these forms at www.psyckes.org or from your provider by calling Niagara County Department of Mental Health and Substance Abuse Services at **716-439-7410**. Please note, providers who get your health information through Niagara County Department of Mental Health and Substance Abuse Services while this Consent Form is in effect may copy or include your information in their medical records. If you withdraw your consent, they don’t have to return the information or remove it from their records.

9 **Copy of form.** You can receive a copy of this Consent Form after you sign it.

¹ Laws and regulations include NY Mental Hygiene Law Section 33.13, NY Public Health Law Article 27-F, and federal confidentiality rules, including 42 CFR Part 2 and 45 CFR Parts 160 and 164 (also referred to as “HIPAA”).

HEALTH SCREENING FORM

NAME: _____

DOB: _____

Sex assigned at Birth: male female Gender Identity: male female transgender
nonbinary other _____

Height: _____ feet _____ inches Weight: _____ pounds

1. PRIMARY CARE INFORMATION

- a. Do you have a primary medical doctor (PMD)? No Yes - If yes, please provide PMD name, address, phone number below

PHYSICIAN/PROGRAM NAME	ADDRESS	TELEPHONE NUMBER

- b. When did you last see your PMD (approximate date / year): _____
c. Have you had a health physical within the last year? No Yes - if yes, when? _____
d. Have you had bloodwork done in the last year? No Yes - if yes, most recent date _____
e. Do you have any medical issues that have not been addressed? No Yes - if yes, describe: _____

2. GENERAL HEALTH/HABITS / SYMPTOMS / ILLNESS

Have the following changed in the last year? NO YES IF YES, EXPLAIN.

Appetite			
Weight			
Sleeping Habits			
Energy Level			
Amount of water you drink daily			
Urination frequency			

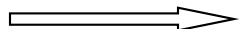
DO YOU NO YES IF YES, HOW MUCH / OFTEN?

Exercise			
Smoke			
E - Cigarettes / Vaping			
Chew Tobacco			
Drink Alcohol			
Drink Coffee, Tea or other caffeinated drinks			
Use Drugs			

HAVE YOU EVER HAD NO YES IF YES, EXPLAIN

Blurred Vision			
ringing in your Ears / Hearing Loss			
Head Injuries			
Weakness, Light Headedness, Dizziness			
Rapid Heart Beat			
Pains / Discomfort or Tightening in Chest			
Discomfort or Shortness of Breath			
Breathing Problems when Asleep			
Pain or Discomfort in Arm, Joint, Leg			
Swollen Legs, Ankles, or Feet			
Frequent Nausea or Vomiting			
Discomfort when Swallowing			
Burning Sensation after Eating Food			
Discomfort After Eating			
Frequent Diarrhea or Constipation			
Painful or Bloody Bowel Movements			

Continued on back



3. HAVE YOU or a BLOOD RELATIVE EVER HAD any of the following conditions:

IF FEMALE

Page 2 of 4

HEALTH SCREENING FORM Continued

NAME: _____

DOB: _____

4. MEDICATIONS List all medications that you are currently taking, including prescribed and non-prescribed / over the counter medication

MEDICATION NAME	AMOUNT / DOSE	FREQUENCY (HOW OFTEN)

5. RISK BEHAVIORS

a. How many sexual partners have you had? _____

b. Do you use condoms and/or other protective devices when engaging in sexual activities? No Yes

c. Have you ever..... No Yes

Had sex while high on drugs or alcohol		
Had sex to get money, drugs, shelter, etc.		
Paid for sex with money, drugs, etc.		
Had sex with an individual who injects drugs		
Had unprotected sex		
With someone who was HIV positive		
Whose HIV status you did not know		
Had sex against your will		

d. Do you inject / have you injected drugs?

No – skip to next question e.

Yes – if yes, please answer the following questions:

What kind of needles do you / did you use?

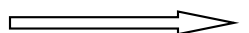
	No	Yes
New		
Bleached		
Shared (someone used <i>before</i> me)		
Shared (someone used <i>after</i> me)		
Reused my own		
I don't know where they came from (origin unknown)		

e. Do you have any medical concerns that may interfere with your treatment or that you need assistance with? No Yes – please describe in the box below:

Please sign and date this form below:

CLIENT SIGNATURE _____

DATE _____



This box for clinic use only

Body Mass Index (BMI) Calculation: _____

Comments/Recommendations:

Schedule for Health Physical Is at Higher Risk Other Issues identified above
Medical Needs Have Been Reviewed/Assessed by Qualified Health Professional

Printed Name of Qualified Health Professional: _____

_____/_____
Signature of Doctor / Nurse / Qualified Health Professional that completed review Date

**NIAGARA COUNTY DEPARTMENT OF MENTAL HEALTH &
SUBSTANCE ABUSE SERVICES**

INFORMATION ABOUT SERVICES & CHARGES

CLIENT NAME: _____ **DATE OF BIRTH:** _____

HEALTH INSURANCE COVERAGE:

➤ **MEDICAID:** NO ☐ YES ☐ APPLIED ☐ ID# _____

➤ **MEDICARE:** NO ☐ YES ☐ ID# _____

➤ **OTHER HEALTH INSURANCE:** NO ☐ YES ☐

NAME OF INSURANCE COMPANY _____

ADDRESS _____

ID# _____ GROUP# _____

EFFECTIVE DATE _____ EXPIRATION DATE _____

SCOPE OF COVERAGE: SINGLE ☐ FAMILY ☐

SUBSCRIBER'S NAME _____

GROUP NAME/# _____

➤ **NO INSURANCE:** ☐

CONSENT FOR RELEASE OF INFORMATION/ASSIGNMENT

I hereby authorize my insurance company or other agents paying for my treatment to receive information from the Niagara County Department of Mental Health & Substance Abuse Services (NCDMH) for purposes of quality assurance monitoring, utilization review and payment of claims. Additionally, my treatment provider and my insurance company may consult with each other to ensure the appropriateness of my care. This release shall remain in effect until one year after my last treatment or until the time I revoke this release. I may revoke this release at any time by notifying my treatment provider in writing. I authorize payment of medical benefits to NCDMH.

Client or Legal Guardian Signature

Date

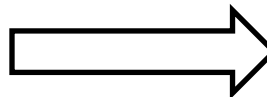
Legal Guardian Name (printed) if applicable

Witness Signature

Date

Witness Name (printed)

FORM CONTINUED ON REVERSE SIDE



FINANCIAL AGREEMENT FORM

***FOLLOWING SECTION REQUIRED*:**

Name: _____ Number of Dependents _____

Employer: _____

Employer Address & Phone Number: _____

List ALL Household Income:

INCOME	INDIVIDUAL	SPOUSE
NET SALARY (WK, MTH, YR)		
ALIMONY		
CHILD SUPPORT		
VA BENEFITS		
UNEMPLOYMENT		
SSI / SSD		
PUBLIC ASSISTANCE		
FOOD STAMPS		
OTHER (<i>specify</i>)		
TOTAL		

LIST ANY EXTRA ORDINARY EXPENSE (example: large medical bills, child support, alimony or other court ordered expenses) _____

I understand and agree that under the following circumstances I am responsible for the amount agreed upon between the Niagara County Department of Mental Health & Substance Abuse Services (NCDMH) – Niagara County Counseling and Wellness Services (NCCWS) Clinic representative and myself.

☐ I have no Third Party Insurance Coverage. **Sliding Scale Fee:** _____

☐ My Third Party Insurance does not cover my treatment. **Fee:** _____

☐ My Third Party considers NCCWS to be an out-of-network provider. ***Fee:** _____

****Staff to follow the No Surprise Act Policy***

I understand that I am responsible for all applicable copays and deductibles.

Client or Legal Guardian Signature

Date

Legal Guardian Name (printed) if applicable

Witness Signature

Date

Witness Name (printed)

Informed Consent to Participate in Service Intervention

NIAGARA COUNTY DEPARTMENT OF MENTAL HEALTH & SUBSTANCE ABUSE

SERVICES

NIAGARA COUNTY COUNSELING AND WELLNESS SERVICES INFORMED CONSENT

I, _____ (and/or) _____,
(Client Name – Please Print) (Legal/Authorized Representative – Please print)

am requesting to engage in services and voluntarily consent to receive services from Niagara County Counseling and Wellness Services. I understand services provide through Niagara County Counseling and Wellness Services may include:

- Crisis mental health services, including 24-hour mobile crisis teams, emergency crisis intervention services, and crisis stabilization.
- Screening, assessment, and diagnosis, including risk assessment.
- Patient-centered treatment planning or similar processes, including risk assessment and crisis planning.
- Outpatient mental health and substance use services.
- Outpatient clinic primary care screening and monitoring of key health indicators and health risks (e.g., BMI, blood pressure, tobacco use, HIV/Viral Hepatitis).
- Targeted case management.
- Psychiatric rehabilitation services.
- Peer support, counselor services, and family supports.
- Intensive, community-based mental health for members of the armed forces and veterans.

(I understand my treatment may include some or all of these services depending on my specific treatment needs.)

Client Signature Date: _____

Legal/Authorized Representative Signature (as applicable) Date: _____

Program Staff Signature Date: _____

Print Client's Name: _____

Informed Consent for Participation in Data Collection Component

Consent for Data Collection for SAMHSA CCBHC

Niagara County Counseling and Wellness Services is working toward becoming a Certified Community Behavioral Health Center (CCBHC) through a process and funding with the Substance Abuse and Mental Health Services Administration (SAMHSA) our program will be collecting information and data for reporting to SAMHSA on individuals served, program services and program effectiveness. As a recipient of services you are able to participate in this process which will help improve services in our community and even a broader level. The information/data provided to SAMHSA will not individually identify you. This form will provide you with information so you can make an informed decision about participating.

- Purpose of Data Collection - Niagara County Counseling and Wellness Services is required to collect and report information/data to SAMHSA for funding and program evaluation/tracking. If you agree to participate this will help our program improve the services we provide.
- Type of Information/Data that will be collected – The type of information that will be collected may include, but not limited to,: Demographic information (such as age, gender, race, ethnicity, DOB); substance use information; mental health information; Education; Housing; level of functioning; criminal/legal involvement; military involvement; risk/violence; physical health indicators; social connections/determinates.

For recipients who agree to participate, this information will be gathered using the SAMHSA National Outcomes Measures (NOMS) by program staff who are meeting with the individual at certain time periods during treatment such as upon admission to services, during the active episode of care and at discharge from services.

- Collected Data/Information and Use – The data/information obtained is entered by program staff into a SAMHSA data base which is a secure, password protected system. This data base is the Performance Accountability & Reporting System (SPARS). The data/information is input into the database using a created tracking number assigned by the program. The information input does not include identifying information such as your name, social security number, etc. As a participant you have the right to not answer any question you do not wish to.

The data/information will be used by our program to help us assess effectiveness and enhance and improve our services for you, all our program recipients and the community we serve. The data/information will be used by SAMHSA to monitor program effectiveness and evaluation for funding.

Niagara County Counseling and Wellness Services has policies and procedures in place to protect your health information as required by law. Furthermore, the data/information provided to SAMHSA does not individually identify you.

(cont'd)

Your participation is voluntary. You will not be denied services if do not want to participate and your treatment will not be effected if you do not participate. If you do participate you can withdraw your consent to participate at anytime.

Consent

I understand, have read and have had the opportunity to ask questions regarding this process and Niagara County Counseling and Wellness Services SAMHSA/CCBHC data/information gathering and reporting. I understand the program has policies and procedures in place to protect my health information and the confidentiality of documentation related to my involvement in this process. I consent to the use and disclosure of my data/information as noted above and to disclosure of that information to SAMHSA and the SPARS database. I understand that this is voluntary and that I can choose not to participate and that if I do participate I also can choose at any time to withdraw my consent and I would not be denied services and my treatment would not be effected.

Check One

☐ I Consent

☐ I Decline to Consent

By signing I am indicating agreement to participate in the SAMHSA CCBHC data/information collection process at Niagara County Counseling and Wellness Services:

Client Signature Date: _____

Legal/Authorized Representative Signature (as applicable) Date: _____

Program Staff Sign Date: _____