



Dr Carl Dreher Consulting Clinical Psychologist

Introductory Information for Clients during the COVID-19 Pandemic

I look forward to meeting you. Whether we're doing therapy, counselling, coaching, peer consultation, or supervision, changing habits in your life requires practice over time. You get out of this endeavour what you put into it. To achieve your goals, you will need to take an active role and be doing most of the work, for example by engaging in daily practices and attending appointments regularly. So I encourage you to choose a time in your life when you can prioritise this.

It's important to work with someone who is a good enough fit for you. We can often determine this in the first 3-4 sessions. If there is not a good enough fit, we can discuss other options.

In-person and Telehealth Consulting Details During the COVID-19 Pandemic

- COVID-19:** For physical distancing, please enter the waiting room at your appointment time. I am disinfecting surfaces between appointments, and using digital documents only. You can send files to me using the secure file upload instructions available [here](#).
- Parents:** Please stay with or nearby your child or adolescent who is being seen. Thank you.
- Hours:** From mid-morning. Some out-of-hours appointments available evenings and Saturdays.

Mount Hawthorn

- Location:** On Anzac, 58 Anzac Rd, Mount Hawthorn WA 6016. Entry and free parking are at the rear of the building. Directions are pictured [here](#). When driving, please use Oxford St via the laneway next to Aubrey Rose Bridal.
- Days:** Tuesdays and Saturdays.

Kalamunda

- Location:** Kalamunda Therapy Centre, Suite 5, 4 Canning Rd, Kalamunda WA 6076. Near the roundabout, next to the vet. There is free parking on site.
- Days:** Wednesdays and Thursdays.

Telehealth

- Location:** <https://doxy.me/DrCarlDreher> from your computer, tablet, or smartphone.
- Required:** A private place without interruption and with good internet and phone reception. See the Telehealth Requirements section below for instructions and guidelines.
- Days:** By appointment.
- Punctuality:** To test the connection, please arrive five minutes before your session.

Session Fees During the COVID-19 Pandemic

I am informed by the Australian Psychological Society (APS) recommended fees. Under compassionate grounds during the COVID-19 pandemic, I have a sliding scale by discussion and agreement for people where certain circumstances apply. This will be reviewed as required.

Fees:

- \$260 for 46-60 minutes (\$320 for 61-75 minutes, & \$377 for 76-90 minutes).

Out-of-Hours:

- An out-of-hours fee of \$20 applies on Saturdays and from 4:30pm onwards weekdays.

Appointment Duration:

- I work to 50-minute sessions, with longer sessions as above.

Administration & Payment:

- I attend to administration (referrals, forms, payment, rebates, & bookings) briefly at the start.
- I use Halaxy online secure payments (Braintree by PayPal) to provide contactless payment.
- All fees are due please during the appointment. Please ensure your card has sufficient funds.

Payment details:

- Please include your credit/debit card details in the online forms, or [here](#) for PDF forms.
- Halaxy's online secure payments use Braintree by PayPal. Their T&Cs are [here](#) (see "Part A - Patient payment terms"). Your credit/debit card details are required please for payment and further bookings. Medicare requires your bank details to deposit your rebates.

Session Rebates During the COVID-19 Pandemic

Private health rebates and Medicare rebates cannot be claimed for the same appointment.

Private Health

Many private health insurers have extended their existing psychology coverage to include telehealth during the pandemic, as described [here](#). Please check your coverage with your provider. To claim, you can take your paid invoice directly to your insurer.

Medicare

A valid referral under a Mental Health Treatment/Care Plan or an Eating Disorder Plan gives you a Medicare rebate of \$128.40 for Clinical Psychology sessions of 50+ minutes. This includes telehealth until 31/3/21. Halaxy online claiming is available for your convenience in processing Medicare rebates by completing the online authority form. For co-payment Medicare items, you need to pay the full fee before you receive your rebate. For your reference, I have included a summary for GPs on Medicare's referral requirements [here](#).

Cancellation Policy

If I am fully booked when you would like to attend, ask me to put your name on the cancellations list.

While it is your responsibility to remember your appointment, two automated courtesy appointment reminders will be sent (an email at least 9 days before and an SMS 4 days before your appointment), with a request for you to confirm or cancel.

If you need to cancel or reschedule your appointment, please give as much notice as possible by texting me (at any time of day) on 0421 775 909.

To avoid a late cancellation fee, please give 8 or more days' notice when cancelling/rescheduling.

Informed by the Australian Psychological Society (APS) recommended cancellation policy, late cancellation fees apply as follows when cancelling/rescheduling:

- 0 to 24 hours' notice or missed appointments, full fee;
- 24 to 48 hours' notice, 50% of fee;
- 48 hours' to 7 days' notice, 25% of fee.

Consideration is given to emergencies and medical conditions for yourself or your child, and the late fee may be waived on occasion. However, during the pandemic if your appointment is in person, and you have signs of a cold/flu/COVID-19, then please either request a video/phone session or cancel your in-person session. There will be no late cancellation fee for this, though please give as much notice as possible so I can offer it to someone else in need.

If you would like the late cancellation fee to be reviewed, please cancel by calling (rather than SMSing or emailing) me on 0421 775 909 to advise of the reason, and we can discuss the situation. Otherwise the fee will automatically apply and will be charged by Halaxy online claiming or invoice for EFT. Unfortunately, cancellations that are not received will still attract cancellation fees. You are welcome to call to confirm.

Frequent cancellations/rescheduling or non-attendances may mean this is not the right time for you to be able to commit to the process. This may be discussed and you may be asked to give yourself a break and return at a better time.

Outstanding payments are overdue 48 hours after the appointment or invoice being sent. If payment is overdue, unfortunately your next appointment may be offered to someone else in need. An SMS or email will advise if your appointment has been cancelled.

Feedback and Informed Voluntary Consent

This service is a partnership where you make informed decisions about the process of how best to work on the issues that matter to you. You have the right to withdraw consent at any time without affecting your right to future services. I welcome any feedback about what does and doesn't work well for you. After reading all of this information, if you are unsure or concerned about anything, please discuss it with me. When you are satisfied to do so, please sign the accompanying Confidential Client Information and Consent Form, indicating that you have read and understand all of the above information. Please retain this service information sheet for your future reference.

Emergencies, Personal Crises, & Phone Support

I do not provide an emergency or crisis service. For emergencies:

- call 000,
- present to an Emergency Department, or
- contact your GP, Psychiatrist, or an agency that is able to provide in-patient support.

For 24/7 phone support regarding distress or personal crisis (e.g., thoughts of self-harm or suicide), please call one of the following:

- Lifeline, 13 11 14, www.lifeline.org.au
- Samaritans Anonymous Crisis Support line, 13 52 47, thesamaritans.org.au
- Beyond Blue, 1300 22 46 36, www.beyondblue.org.au
- Kids Helpline (aged 5-25), 1800 55 1800, kidshelpline.com.au
- Mental Health Emergency Response Line (MHERL), 1300 555 788.

I offer brief, occasional SMS or phone support (e.g., 5 min). Frequent or longer (e.g., 10 min) support calls attract a pro-rata fee. My number is generally monitored during business hours (excluding Sundays), and I can usually respond by the next business day.

Legal Medical and Other Reports

Please inform me if you currently have, or may possibly have, any compensation claims or legal cases. I do not provide assessment or report writing services for court, compensation or insurance cases, or other legal matters. If you require a written report for other reasons, please discuss this with me. I may not be able to accommodate your request. There are additional charges for provision of reports.

Privacy, Confidentiality, and Access to Client Information

All services offered are conducted in accordance with the Australian Psychological Society (APS) code of ethics (see www.psychology.org.au).

Privacy

In providing a psychological service to you, I will need to collect and record relevant information about your personal circumstances and the services provided. You do not have to give any personal information you do not wish to. Not providing certain information may mean the service may not be able to be provided to you, or it may influence the outcomes you achieve.

Confidentiality

All information you provide to the practice is confidential, securely stored, and only accessed by myself as your psychologist (as above re detailed personal information) and our staff (as below re demographic information). Some demographic information you provide may be shared with our staff, including: other practitioners in considering who is the best clinician available to see you promptly, and; our virtual reception staff in them taking your calls.

Access to Client Information

In keeping with our professional code of ethics, information regarding services can only be provided to another party with your written permission, a court subpoena or summons, or in the event that your psychologist forms a professional opinion that either you or another individual is at significant risk. If these occur, I will attempt to discuss the release of information with you in advance where possible. To help offer the best possible service to you, I may also share non-identified information with colleagues in peer consultation as required by our code of ethics. You can always ask me about the information kept on file. You can access the information about you kept on file, subject to the conditions of the National Privacy Principles of the *Privacy Amendment (Private Sector) Act 2000*. Please ask me to discuss with you what forms of access may be appropriate.

Telehealth Requirements

Telehealth describes the use of digital technology (including interactive audio, video, and/or data communication), to enable services between a health professional and a client. This may include consultation, assessment, diagnosis, treatment, and education.

Benefits and Risks

Telehealth is particularly useful for clients who are unable to access in-person services due to health complications, restrictions of movement, rural/remote location, and transport issues. Telehealth has been recommended by Australian psychology governing bodies as a suitable medium to enable vital

continuity of care for all clients requiring psychological assessment, treatment and/or support during the COVID-19 pandemic. If for any reason we cannot meet in person and telehealth is not appropriate to your needs, we can discuss this, and I will refer you to a service in your area that can provide a suitable service if possible.

I use a securely encrypted, privacy compliant telehealth service, doxy.me. All practices to protect your privacy and confidentiality are adhered to for telehealth, in keeping with the Privacy section herein. This requires your participation to help keep your sessions private and effective. Equally, I do not permit pictures, or audio or visual recording of our sessions; the session is for you and not for others.

Potential risks with telehealth may include, but are not limited to, the possibility, despite reasonable efforts on my part, that: the transmission of services could be disrupted or distorted by technical failures; misunderstandings may occur (e.g., with poor transmission), and/or possible confidentiality breaches if someone should walk into your room while in session. The guidelines below aim to minimise these risks.

Telehealth Platform

To use doxy.me, click <https://doxy.me/DrCarlDreher> from your computer, tablet, or smartphone. You will then enter my waiting room, and I will invite you into session. Please ensure that you:

- Have a good broadband internet connection or a smart phone device with a good cellular connection at home or at the location appropriate for services.
- To protect your privacy, ensure your software is updated and do not use public Wi-Fi.
- Enter the waiting room 5 minutes prior to your scheduled session to allow for time to enable your camera and microphone. It lets you test your system requirements with the “pre-call test” button in the bottom left.
- You can read a 1-page guide describing how to check in to doxy.me by clicking [here](#).
- You can also test your internet speed by clicking [here](#). Videoconference works best with: download speeds of more than 1 Mbps; upload speeds of more than 0.5 Mbps; latency (ping) less than 50ms.

Session Structure and Guidelines

Sessions will be conducted in the same way as face-to-face sessions are. In order to have effective telehealth sessions, the following guidelines are recommended.

- Your device should be placed on a steady surface throughout sessions, and not held in your hand if it can be avoided. If it must be in your hand, please hold it as steady as possible.
- You should be in a set location and not moving about.
- Make sure that you are in a private location where your sessions cannot be overheard by others. Ensure that you adjust the volume on your device to protect your privacy.
- Please do not invite others into session time without discussing this with me first. You are required to inform me if there is anyone in the room with you, or who you believe may overhear the session.
- Try to have proper lighting so that I can best communicate with you.
- You should be appropriately attired each session, including being fully dressed and in an appropriate setting.
- Try to minimise background noise and distractions. Turn off televisions, music or other sounds. You should not be on social media, playing video games, or working on other things.
- Make sure that pets, children, household members and roommates will not be distractions.
- If the connection is broken for any reason, I will call you to remedy the situation. If transmission should fail, I will resume the session via phone until we can re-establish a video connection.

Rights and Responsibilities

Your rights and responsibilities for telehealth services are the same as for in-person services, with the additional responsibility for you to follow the above guidelines. By participating in telehealth, you are agreeing to the conditions of service described herein.