

Client Name

Chart #

Adult Assessment

8810 S Yale Ave Suite K
Tulsa, OK 74137
918-760-5243; FAX:844-482-2279
info@chriskingcounseling.com

ASSESSMENT/ SCREENING PORTION:

Agency Name: Chris King Counseling Services, LLC Provider ID: 200559250 B Date: _____

Name: LAST: _____ FIRST: _____ MIDDLE INT.: _____

Source/Provider of Information: _____ Phone #: _____

Address/City/St./Zip/Co; _____

Phone #: _____ DOB: _____ Age: _____ Gender: ___ Male ___ Female

Best way to contact you? _____ Confidentiality Issues? _____

E-mail Address: _____

Can CKCS contact you with appt. reminders and updates? (yes no)

If yes- email or txt: _____

How did you hear about CKCS? _____

What would you like help with (reason for seeking services)?

What are your immediate/urgent needs(including medical)?

Currently receiving or past services? ___yes ___no If yes, where? _____

Residing with: (alone, family, friends...) _____ # in household: _____

Source of Income: ___Employment___ Full-Time___ Part-Time ___ Homemaker ___SSI ___SSDI ___Food Stamp ___TANF
___Other (if other, please explain) : _____

Insurance: ___Private ___Medicaid ___Medicare ___Private Pay ___Other: ___ (if other, please describe): _____

Insurance ID# _____ SSN: _____

Referred by (Primary): _____ **(Secondary):** _____

Reason for referral: _____

Name of School attending: _____

Client Name _____

Chart # _____

Race (check all that apply): _____ Native American/Alaskan Indian _____ Black/African American _____ Asian _____
Hawaiian/Pacific Islander _____ White _____ Other _____ Ethnicity: Hispanic/Latino _____

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Phone#: _____

Emergency Contact Address: _____

Guardian/Custodian: _____ Relationship: _____

Preferred Language: _____

Need any special help/equipment? _____ yes _____ no If yes, describe _____

Assessment questions- Answer yes, no, n/a (not applicable).

Behavioral/Substance Abuse

Within the last 90 days (3 months) have you had a significant period in which you have experienced:

- Been preoccupied with drinking alcohol and/or using other drugs? **yes, no, n/a.**
- Tried to stop drinking alcohol and/or using other drugs, but couldn't? **yes, no, n/a.**
- Had problems caused by drinking/using drugs, and you kept using? **yes, no, n/a.**
- Are you misusing and prescription medication or over the counter products? **yes, no, n/a.**
- Problems with Gambling? **yes, no, n/a.**
- Had problems with behavior that gets you into trouble at home/ school/ work? **yes, no, n/a.**
- Experienced significant arguing and escalation with other people? **yes, no, n/a.**
- Problems controlling your anger, or had volatile or violent behavior? **yes, no, n/a.**
- Been charged with crime, been arrested, or been incarcerated? **yes, no, n/a.**

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Client Name _____

Chart # _____

Emotional/Trauma

During the past year (12 months) have you:

- Serious Depression (felt sadness, hopelessness, loss of interest, change of appetite or sleep pattern, difficulty going about your activities)? **yes, no, n/a.**
- Are you feeling mad, sad, hopeless, nervous, or have you had a change in your sleeping, eating, or school performance? **yes, no, n/a.**
- Serious Anxiety of tension (felt uptight, worried, unable to relax)? **yes, no, n/a.**
- Being prescribed medication for psychological/emotional problem? **yes, no, n/a.**
- Thoughts of harming yourself? **yes, no, n/a**
- Thoughts of harming others? **Yes, no, n/a**
- An attempted suicide? **yes, no, n/a.**
- Hallucinations (heard/seen things others don't hear/see)? **yes, no, n/a.**
- Experienced a traumatic event, natural disaster, war, accident, injury, loss of a loved one? **yes, no, n/a.**
- Experienced bullying or harassment that had a significant impact on your life? **yes, no, n/a.**
- Had periods of time where you felt that you could not trust family or friends? **yes, no, n/a.**
- Ever been afraid of your partner and/or family member? **yes, no, n/a.**
- Ever been hit, slapped, kicked, emotionally or sexually hurt, or threatened? **yes, no, n/a.**

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Social/Recreational

During the past year (12 months) have you:

- Had problems getting along with people that cause significant negative impact on your life? **yes, no, n/a.**
- Felt isolated or unable to relate to people? **yes, no, n/a.**
- Are you spending less time with friends, care less about your appearance, or feel alone? **yes, no, n/a.**
- What social groups do you participate in and how often?

• What recreational/ leisure activities do participate in and how often _____

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Client Name _____

Chart # _____

Vocational

During the past year (12 months) have you:

- Been unemployed for a significant period of time? **yes, no, n/a.**
- Been unsatisfied with job in a way that has a negative impact on your life or your family? **yes, no, n/a.**
- Experienced significant stress on the job? **yes, no, n/a.**
- Been desiring a job or career change? **yes, no, n/a.**

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Educational

Highest level of education completed: _____ For students: Approximate days absent this semester: _____

During the past year (12 months) have you:

- Had problems with school performance that had a negative impact on your life? **yes, no, n/a.**
- Had other problems in the school setting that had a negative impact on your life? **yes, no, n/a.**
- Participated in an individual education plan (IEP)? **yes, no, n/a.**
- Been suspended or expelled? **yes, no, n/a.**

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Family

During the past year (12 months) have you:

- Had trouble in family relationships that have a negative impact on your life? **yes, no, n/a.**
- Is there family history of mental illness, or suicide? **yes, no, n/a.**
- Is there family history of addiction? **yes, no, n/a.**
- Is there adoption or foster care in your immediate family? **yes, no, n/a.**

PLEASE COMMENT ON ALL YES ANSWERS ABOVE:

Client Name

Chart #

Mental

- Have you received counseling or in-patient treatment before? **yes, no, n/a.** If yes, describe including any diagnosis you received _____

CLIENT MEDICATION INFORMATION

To be used document all medication used for treatment of mental health issues and any physical health issues by client:

Medication prescribed	Dosage	Frequency
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Client Name _____

Chart # _____

ASSESSMENT HEALTH SCREENING

Client Name: _____ (Please circle one)

- Do you have chronic or significant physical pain? Yes No
- Do you have unexplained bleeding? Yes No
- Do you have any unexplained coughing? Yes No
- Do you have any periods of dizziness? Yes No
- Do you experience any shortness of breath? Yes No
- Do you have any persistent fever of unknown cause? Yes No
- Have you been treated for head lice? Yes No
- Are you positive for Hepatitis C? Yes No
- Are you positive for HIV/AIDS? Yes No
- Problems sleeping or excessive sleeping? Yes No
- Appetite/ food issues/ eating disorder history? Yes No

If yes, explain:

Have you discussed physical complaints with doctor? Yes _____ No _____ When? _____

Doctor Name: _____ Phone #: _____

Do you need a referral to a doctor? Yes _____ No _____

Approximate date of last health examination: _____ Immunizations up to date? Yes _____ No _____

Comments on above questions:

Are there any other health risks/factors or family history that we should be aware of? Yes ___ No ___

Please explain:

Client Name _____

Chart # _____

Interview narrative to be included on electronic chart note in client record completed by participating clinician.

Client Signature indicating face to face screening/ assessment

Chris King Counseling Services, LLC. CLIENT ASSESSMENT SIGNATURE VERIFICATIONS

Client Name: _____

Provider: _____

Assessment Date and Time Completed: _____

CLIENT ACTIVE PARTICIPATION STATEMENT: I/we (client/guardian) have participated in a mental health assessment/ interview with CKCS. The assessment reviews items including client history, presenting problems, behavioral, substance use, emotional/ trauma, physical, social/ recreational, vocational, family interaction.

I have the following comments/response:

(Client Signature) _____ (Date) _____

If unable to legibly sign document, reason: _____

LBHP Signature indicates completion of the face to face assessment to determine medical necessity and appropriate level of care including the evaluation of all pertinent information by the other service practitioners and the member, and a review of the current service plan:

(Responsible LBHP Signature, Degree/License/Under Supervision _____ (Date) _____

Client Name

Chart #

Chris King Counseling Services, LLC.

CONSENT FOR TREATMENT AND PARTICIPANT ORIENTATION SUMMARY:

Clients will read and initial each section if it applies/if it does not apply mark N/A:

I voluntarily agree to treatment and services from Chris King Counseling Services, LLC. I understand the reasons for this treatment and the services recommended.

MEDICATION MANAGEMENT

I have prescribed medications and will provide consent for consultation with my physician. I further understand that Chris King Counseling Services, LLC does not provide medication monitoring as a service and that I should consult my physician with all needs or concerns related to medication.

DURATION

This consent for treatment ends after my discharge from services, except that information necessary for payment for services provided may be provided after discharge from services.

CONFIDENTIALITY

I understand my information is confidential. Information is not released to other agencies or persons without my written consent except under a legitimate subpoena; in a medical emergency; to meet the legal requirements of reports of abuse to children or elders; or if I present a danger to myself or others. I have been offered information on legal requirements and limitation of mental health confidentiality.

CLIENT RIGHTS

I have received a copy of the synopsis of my client rights and have discussed with the agency. I am satisfied with how my rights were explained, and I understand them. I acknowledge that I can receive a full bill of client rights upon my request.

PAYMENT SOURCE RELEASE OF INFORMATION

I understand those agencies or insurance or others paying for my treatment services may review my records or may require my provider to provide information from my client file. I agree and hereby authorize Chris King Counseling Services, LLC. to release any and all information requested by the agencies or parties paying for my services. I understand this specific consent for release of information ends only after third party payer claims are satisfied.

CERTIFICATION/ACCREDITING REVIEW

I understand that my records may be reviewed by State agencies certifying receipt of services and/or compliance with requirements, or by accrediting agencies verifying the quality and completeness of services I receive. I understand and agree to the above conditions.

CONSENT FOR FOLLOW UP

I agree do not agree that I can be contacted for follow up and outcome of services.

PARTICIPANT RIGHTS AND RESPONSIBILITIES

I have been offered a copy of the Client Orientation with my rights, responsibilities, and grievance/input procedures and the HIPPA privacy laws. I understand the information presented to me.

COURT REPORTS AND SUBPOENAS

I understand that Chris King Counseling Services, LLC. does not provide forensic or child custody evaluations. I understand that fees may be associated with reports for court and responses to subpoenas.

SAFETY AND EMERGENCY PREPAREDNESS

I understand the safe places for emergency shelter, where to go, and what alarms of signals are.

PHYSICAL CARE

I understand my counselor and my physician need to consult at times.

Client : _____ Date: _____

Staff: _____ Date: _____

Client Name _____

Chart # _____

Chris King Counseling Services Client Bill of Rights

- Each consumer shall retain all rights, benefits, and privileges guaranteed by law except those lost through due process law.
- Each consumer has the right to receive services suited to his or her condition in a safe, sanitary and humane treatment environment regardless of race, religion, gender, ethnicity, age, degree of disability, handicapping condition or sexual orientation.
- No consumer shall be neglected or sexually, physically, verbally, or otherwise abused.
- Each consumer shall be provided with prompt, competent, and appropriate treatment; and an individualized treatment plan. A consumer shall participate in his or her treatment programs and may consent or refuse to consent to the proposed treatment. The right to consent or refuse to consent may be abridged for those consumers adjudged as defined by law. Additionally, each consumer shall have the right to the following:
 - Allow other individuals of the consumer’s choice participate in the consumer’s treatment and with the consumer’s consent;
 - To be free from unnecessary, inappropriate, or excessive treatment;
 - To participate in consumer’s own treatment planning;
 - To receive treatment for co-occurring disorders present;
 - To not be subject to unnecessary, inappropriate, or unsafe termination from treatment; and
 - To not be discharged for displaying symptoms of the consumer’s disorder.
- Every consumer’s record shall be treated in a confidential manner.
- No consumer shall be required to participate in any research project or medical experiment without his or her informed consent as defined by law. Refusal to participate shall not affect the services available to the consumer.
- A consumer shall have the right to assert grievances with respect to an alleged infringement on his or her rights.
- Each consumer has the right to request the opinion of an outside medical or psychiatric consultant at his or her own expense or a right to an internal consultation upon request at no expense.
- No consumer shall be retaliated against or subjected to any adverse change of conditions or treatment because the consumer asserted his or her rights.

I, the undersigned, have read, or have had read to me, the above rights. I acknowledge that my rights have been explained to me.

Client: _____ Date: _____

Staff: _____ Date: _____

Translator (if applicable): _____ Date: _____

Client Name _____

Chart # _____

Chris King Counseling Services, LLC.

TREATMENT ADVOCATE DESIGNATION FORM

Clients have the choice to name or not name treatment advocate who is a family member or concerned individual. This advocate may have the level of involvement that the client chooses and will always act in the best interest of the client and comply with all the conditions of confidentiality.

There will be no limitations imposed on a client’s right to communicate whether by phone, mail, visitation with the advocate except to the extent that reasonable times and places are established.

Advocates may participate in the treatment and discharge planning of the client being served to the extent consented to by the client and permitted by law. Clients and advocates will be notified of treatment and discharge planning appointments at least 24 hours in advance.

Choice regarding treatment advocate:

I _____ choose to name a treatment advocate:

(Client Name)

(CIRCLE) YES Or NO.

If yes, name and contact info of treatment advocate:

If yes, indicate level of involvement of advocate:

_____ Limited Involvement, but ability to attend treatment and discharge planning sessions and provide input.

_____ Full involvement including ability to speak and choose in client’s best interest concerning treatment, if client is incapacitated.

The client may revoke or change the designation of the treatment advocate for any time or reason. This form can be reviewed and updated at each point of treatment planning for updating and amendment.

Client: _____ Date: _____

Staff: _____ Date: _____

Translator (if applicable): _____ Date: _____

Client Name _____

Chart # _____

GRIEVANCE PROCESS

PROCEDURES FOR CLIENT GRIEVANCES AND OTHER ISSUES

CKCS, LLC wishes to maintain an open line of communication, giving the client adequate opportunity to express opinions, recommendations, and complaints. Please talk to us and let us know if you have any complaints about your experience with us.

WHO MAY FILE A GRIEVANCE:

Any client under the care of any agency or anyone interested in the welfare of a client receiving care at any agency (e.g. relative, foster parent, DHS Caseworker, DOC/Probation Officer) may at his/her discretion provide in writing any opinion or recommendation.

WHAT COMPLAINTS ARE CONSIDERED:

The complaint may be about any rule, policy, action, decision, or condition made or permitted by any agents or any other person paid by the agency to care for a client of any agent.

WHEN A GRIEVANCE MAY BE FILED:

It is important that grievances be filed as soon as possible. Grievances should be filed within FIVE days of the action grieved.

HOW TO FILE A GRIEVANCE:

You have the right to file grievances, to receive a written response to your complaint and to appeal if you are not satisfied with the response. If any person attempts to deny you these rights or penalize you for filing a grievance, contact the Grievance Coordinator Ryan Myers at (918) 481-1111.

TO INQUIRE ABOUT A GRIEVANCE OUTCOME:

You can contact the Grievance Coordinator Chris King LPC (available at 918-557-6128) or Local Grievance Advocate Carmela Christensen at (available at 918-212-8064) you may also Contact ODMHSAS Client Advocate Dept. at 1-405-248-9037 or 1-866-699-6605

Clients can also contact ODMHSAS at:

ODMHSAS Client Advocate Dept.

405-248-9037 (OKC metro)

866-699-6605 (Statewide)

TO FURTHER A GRIEVANCE, you may wish to contact DHS/Client Advocacy Office at:

ADVOCACY OFFICE

900 E MAIN

BOX 151

NORMAN, OK 73070

PHONE: 1-405-522-2720

For concerns or complaints about the Notice of Privacy Practices or Privacy Rule contact:

OFFICE OF CIVIL RIGHTS

US DEPARTMENT OF HEALTH AND HUMAN SERVICES

200 INDEPENDENCE AVENUE, S.W.

ROOM 509F, HHH BUILDING

Washington, DC 20201

OCR HOTLINES/VOICE 1-800-368-1019

FAX 1-202-619-3818 or online at <https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf>

I received a copy and it was explained to me by _____ on _____

Staff Print Name

Date

Signature of Client

Date

Signature of Staff

Date

Client Name

Chart #

Trauma/Risk Assessment

Check all risk and protective factors that apply. To be completed following the patient interview, review of record (s) and/or consultation with family members and/or other professionals.

General Consumer Information

In the past few weeks, have you been feeling bad about yourself/or that you are a failure /or have let yourself or your family down?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
In the past few weeks, have you had trouble falling asleep, staying asleep or sleeping to much?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
In the past few weeks, have you had thoughts about harming or killing yourself?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
Are you having thoughts or plans of killing yourself right now?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
In the past few weeks, have you felt the urge to hurt others?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
In the past few weeks, have you been having thoughts about hurting or killing others?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know
Are you having thoughts of killing or harming others currently?			
<input type="checkbox"/> Never	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> I don't know

Additional Information

Please list any concerns or comments below.

Personal Information

Please provide the following information.

<hr/>	<hr/>	<hr/>	<hr/>
First Name	Last Name	Gender	Age
<hr/>	<hr/>	<hr/>	<hr/>
Address	City	State	ZIP Code
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
Email	Phone		

Provide the following resources to all Consumers
24/7 National Suicide Prevention Lifeline 1-800-273-TALK (8255) En Espanol : 1-888-628-9454
24*/7 Crisis Text Line : Text "HOME" to 741-741

Client Name

Chart #

CLIENT COPY

Chris King Counseling Services, LLC.

TREATMENT ADVOCATE DESIGNATION FORM

Clients have the choice to name or not name treatment advocate who is a family member or concerned individual. This advocate may have the level of involvement that the client chooses and will always act in the best interest of the client and comply with all the conditions of confidentiality.

There will be no limitations imposed on a client's right to communicate whether by phone, mail, visitation with the advocate except to the extent that reasonable times and places are established.

Advocates may participate in the treatment and discharge planning of the client being served to the extent consented to by the client and permitted by law. Clients and advocates will be notified of treatment and discharge planning appointments at least 24 hours in advance.

The client may revoke or change the designation of the treatment advocate for any time or reason. This form can be reviewed and updated at each point of treatment planning for updating and amendment.

Client Name

Chart #

CLIENT COPY

GRIEVANCE PROCESS

PROCEDURES FOR CLIENT GRIEVANCES AND OTHER ISSUES

CKCS, LLC wishes to maintain an open line of communication, giving the client adequate opportunity to express opinions, recommendations, and complaints. Please talk to us and let us know if you have any complaints about your experience with us.

WHO MAY FILE A GRIEVANCE:

Any client under the care of any agency or anyone interested in the welfare of a client receiving care at any agency (e.g. relative, foster parent, DHS Caseworker, DOC/Probation Officer) may at his/her discretion provide in writing any opinion or recommendation.

WHAT COMPLAINTS ARE CONSIDERED:

The complaint may be about any rule, policy, action, decision, or condition made or permitted by any agents or any other person paid by the agency to care for a client of any agent.

WHEN A GRIEVANCE MAY BE FILED:

It is important that grievances be filed as soon as possible. Grievances should be filed within FIVE days of the action grieved.

HOW TO FILE A GRIEVANCE:

You have the right to file grievances, to receive a written response to your complaint and to appeal if you are not satisfied with the response. If any person attempts to deny you these rights or penalize you for filing a grievance, contact the Grievance Coordinator Ryan Myers at (918) 481-1111.

TO INQUIRE ABOUT A GRIEVANCE OUTCOME:

You can contact the Grievance Coordinator Chris King LPC (available at 918-557-6128) or Local Grievance Advocate Carmela Christensen at (available at 918-212-8064) you may also Contact ODMHSAS Client Advocate Dept. at 1-405-248-9037 or 1-866-699-6605

Clients can also contact ODMHSAS at:

ODMHSAS Client Advocate Dept.

405-248-9037 (OKC metro)

866-699-6605 (Statewide)

TO FURTHER A GRIEVANCE, you may wish to contact DHS/Client Advocacy Office at:

ADVOCACY OFFICE

900 E MAIN

BOX 151

NORMAN, OK 73070

PHONE: 1-405-522-2720

For concerns or complaints about the Notice of Privacy Practices or Privacy Rule contact:

OFFICE OF CIVIL RIGHTS

US DEPARTMENT OF HEALTH AND HUMAN SERVICES

200 INDEPENDENCE AVENUE, S.W.

ROOM 509F, HHH BUILDING

Washington, DC 20201

OCR HOTLINES/VOICE 1-800-368-1019

FAX 1-202-619-3818 or online at <https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf>

Client Name

Chart #

CLIENT COPY

Chris King Counseling Services Client Bill of Rights

- Each consumer shall retain all rights, benefits, and privileges guaranteed by law except those lost through due process law.
- Each consumer has the right to receive services suited to his or her condition in a safe, sanitary and humane treatment environment regardless of race, religion, gender, ethnicity, age, degree of disability, handicapping condition or sexual orientation.
- No consumer shall be neglected or sexually, physically, verbally, or otherwise abused.
- Each consumer shall be provided with prompt, competent, and appropriate treatment; and an individualized treatment plan. A consumer shall participate in his or her treatment programs and may consent or refuse to consent to the proposed treatment. The right to consent or refuse to consent may be abridged for those consumers adjudged as defined by law. Additionally, each consumer shall have the right to the following:
 - Allow other individuals of the consumer's choice participate in the consumer's treatment and with the consumer's consent;
 - To be free from unnecessary, inappropriate, or excessive treatment;
 - To participate in consumer's own treatment planning;
 - To receive treatment for co-occurring disorders present;
 - To not be subject to unnecessary, inappropriate, or unsafe termination from treatment; and
 - To not be discharged for displaying symptoms of the consumer's disorder.
- Every consumer's record shall be treated in a confidential manner.
- No consumer shall be required to participate in any research project or medical experiment without his or her informed consent as defined by law. Refusal to participate shall not affect the services available to the consumer.
- A consumer shall have the right to assert grievances with respect to an alleged infringement on his or her rights.
- Each consumer has the right to request the opinion of an outside medical or psychiatric consultant at his or her own expense or a right to an internal consultation upon request at no expense.
- No consumer shall be retaliated against or subjected to any adverse change of conditions or treatment because the consumer asserted his or her rights.

I, the undersigned, have read, or have had read to me, the above rights. I acknowledge that my rights have been explained to me.

Client Name

Chart #