

# THE COUNSELING COLLABORATIVE

Dawn Nuding, LCPC, ATR  
Intake Information

Client Name: \_\_\_\_\_ Date: \_\_\_\_\_  
First/Last/Middle Initial

Please call me: \_\_\_\_\_ Pronouns: \_\_\_\_\_ (he/she/they, etc)

Date of Birth: \_\_\_\_\_ Current Age: \_\_\_\_ Marital/Relationship Status: \_\_\_\_\_  
mm/dd/yyyy

If under 18, Parent/Guardian Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Physical Address (if different from above): \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone (client): \_\_\_\_\_

Work Number: \_\_\_\_\_ Cell Phone Parent/Guardian (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_

Permission to text and email client \_\_\_ Yes \_\_\_ No Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

Current Family Members (names, relations & ages):  
\_\_\_\_\_  
\_\_\_\_\_

Major Medical Conditions/Allergies:  
\_\_\_\_\_  
\_\_\_\_\_

Current Medications \_\_\_\_\_  
\_\_\_\_\_

Medications Prescribed by: \_\_\_\_\_

Primary Care Physician: \_\_\_\_\_ Phone #: \_\_\_\_\_

Referred By (including self): \_\_\_\_\_

Briefly, what do you hope to gain from counseling?  
\_\_\_\_\_  
\_\_\_\_\_

Prior mental health treatment & mental health hospitalizations (providers & dates):  
\_\_\_\_\_

Prior Diagnosis if known: \_\_\_\_\_

Employment Status:  Full Time  Part Time  Not Employed  Seasonal  Student

**PLAN FOR PAYMENT:**

- Self-Pay
- School Contract
- Please bill my insurance** (Insurance companies will be billed directly. It is the client’s responsibility to check with all other insurance providers about out of network coverage. Co-pays and out of pocket payments are required at the time of service. Clients are responsible for payment if their insurance company does not pay.)

**INSURANCE INFORMATION:**

Relationship to insured (policy holder) :  Self  Spouse  Child  Other: \_\_\_\_\_

Co-Pay Amount: \$\_\_\_\_\_

**COMPLETE IF RELATIONSHIP TO INSURED IS OTHER THAN “SELF”:**

Name of Insured (policy holder): \_\_\_\_\_  
First/Last/Middle Initial

Address of Insured: \_\_\_\_\_  
Street/PO Box Town, State, Zip

Phone # of Insured: \_\_\_\_\_ DOB of Insured: \_\_\_\_\_

Social Security # of Insured: \_\_\_\_\_

Employer of Insured: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Company Phone #: \_\_\_\_\_

Insured’s ID#: \_\_\_\_\_ Group #: \_\_\_\_\_

Plan: \_\_\_\_\_

**RELEASE OF INFORMATION & ASSIGNMENT OF BENEFITS:**

I authorize the release of only necessary medical or other information required to process insurance claims. I also authorize payment of medical benefits to provider for services performed:

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

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_