

**Carol Brown, LCSW**  
**419 High Street, Sevierville, Tennessee 37862**  
**865-363-4956**

## **Treatment Agreement**

Clients are seen by appointment only and must call in advance if they cannot keep their appointments.

There is no secretary available, so you can use my confidential voice mail or cell phone: 865-363-4956. I will get back with you as soon as possible.

I usually take 3-4 weeks of vacation per year and provide a back-up therapist at these times. If you are experiencing a mental health emergency, you can call 911 or go to the nearest emergency room.

Client information will not be given to anyone, including family and friends without written permission. Information may be released without written consent under certain circumstances:

1. the client poses a threat to him/herself or others;
2. the client is unable to protect him/herself from risk of harm;
3. the client is in legal custody of a government agency or facility;
4. there is suspected child abuse;
5. the client's records are requested under a court order or
6. the client is referred to a collection agency.

Client's medical records are kept in a secure location. If shared electronically, reasonable and appropriate measures will be in place to protect the privacy of the client's medical information. The client's information will be used when billing insurance companies.

The client has the right to review or obtain a copy of their medical record. A fee will be charged for making a copy.

I agree to evaluation and treatment for myself and/or my children. I acknowledge that I have read and agree to the above policies.

\_\_\_\_\_  
Client or guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness's Signature

\_\_\_\_\_  
Date