

Patient Rights and Responsibilities (Continued)

~ To be free from mental and physical abuse as defined by law. This includes freedom from exploitation for the benefit or advantage of the provider, including any act that constitutes sexual exploitation or criminal sexual conduct.

~ To refuse to have a third party observe a therapy session or allow the use of photography, audio, or video recording. If you agree to any of the above, you will be asked to give your written permission.

~ To disagree with your provider, or other staff, and express your concern about any part of your treatment. If such concerns cannot be worked out directly with your provider, you have the right to talk with a department director.

~ To register dissatisfaction or concerns about our services, contact the appropriate Social Work or Psychology department director at the IPC, the School of Social Work at 651-962-5801, the Graduate School of Professional Psychology at 651-962-4860, or the appropriate state licensing board that licenses your provider or his or her supervisor. See contact information on back.

As a client (or parent or guardian of a client) at the IPC you have the following responsibilities:

~ To actively participate in your treatment, contribute your ideas, and ask questions if you are unclear about any information.

~ To be honest in sharing your concerns, mental health, medical and chemical dependency history, previous treatment(s), medication history and other relevant information.

~ To demonstrate a willingness to comply with treatment recommendations, including exploring new ways of looking at problems and new ways of behaving.

~ To notify your provider of any changes in your address, telephone number, or contact information.

~ To help us evaluate our services when necessary.

~ To cancel appointments with appropriate notice.

Staff rights and responsibilities:

Your provider has the responsibility to provide care appropriate to your situation, as determined by prevailing community standards.

Your provider also has the right to:

~ Receive accurate information needed to provide treatment.

~ Be safe from any form of actual or threatened harassment, intimidation or violence.

~ Refuse to provide services that are not clinically indicated.

~ End treatment with a patient after appropriate notice and referral.

Mental Health Licensing Boards

You may obtain a copy of the rules of conduct that apply to your provider by contacting the State Register and Public Documents Division, Department of Administration Building, 50 Sherburne Ave, St. Paul, MN 55155. You also have a right to obtain information about your provider's or his or her supervisor's credentials and disciplinary history, if any, by contacting the appropriate licensing board.

Minnesota Board of Psychology
University Park Plaza
2829 University Ave SE Suite 320
Minneapolis, MN 55414-3250
612-617-2230

Minnesota Board of Marriage and Family Therapy
University Park Plaza
2829 University Ave SE Suite 330
Minneapolis, MN 55414-3239
612-617-2220

Minnesota Board of Social Work
University Park Plaza
2829 University Ave SE Suite 340
Minneapolis, MN 55414-3239
612-617-2100

Minnesota Board of Behavioral Health and Therapy
University Park Plaza
2829 University Ave SE Suite 210
Minneapolis, MN 55414-3250
612-617-2178

IF YOUR PROVIDER IS A PSYCHOLOGY STUDENT, PLEASE SEE ADDITIONAL HANDOUT.

All services provided at the IPC are free of charge.

Client Rights and Responsibilities

Interprofessional Center Counseling Services



**30 South 10th Street
Suite #100
Minneapolis, MN 55403
651-962-4820**

This brochure is designed to provide you with information about our behavioral health services and your rights and responsibilities as an individual receiving service from one of our behavioral health providers. After reviewing this information, please direct any questions you have to your provider.

Counseling Services at the University of St. Thomas Interprofessional Center (IPC) are provided by graduate trainees in the disciplines of Social Work and Psychology. These individuals are supervised by professionals in their respective disciplines who are licensed by the State of Minnesota to provide behavioral or mental health care.

Patient Rights and Responsibilities

As a client (or patient or guardian of a client) at the IPC you have the following rights:

~ To be free from discrimination on the basis of race, age, gender, ethnic origin, religion, disability or sexual orientation.

~ To receive respectful, courteous, professional and competent treatment in a safe environment.

~ To expect that your provider has met qualifications of training and experience required by law and to receive information about your provider's education, experience and areas of professional competence.

~ To review public records maintained by the state board that licenses your provider or his or her supervisor and to report complaints to that licensing board.

~ To obtain a copy of the applicable rules of conduct for your provider from the State Department of Administration.

~ To ask questions at any point in the process of your treatment and get answers that are useful and understandable.

~ To receive information about any fees.

~ To contribute to your treatment plan and help set the goals and method of treatment.

~ To have your records kept confidential unless you authorize us in writing to release your records or unless the law requires or permits release.

~ To review the content of your records with your provider. You may request copies of records. If you believe that the record contains incorrect information, you may attach an explanation or amendment to the record.

~ To receive complete and current information concerning the diagnosis, treatment, expected length of treatment, the alternatives to the proposed treatment(s), and the anticipated benefits or risks of treatment, in language that is understandable.

~ To reject any part of treatment that would conflict with your deeply held beliefs and value

ACCESS TO HEALTH RECORDS

NOTICE OF RIGHTS

This notice explains the rights you have to access your health record, and when certain information in your health record can be released without your consent. This notice does not change any protections you have under the law.

YOUR RIGHT TO ACCESS AND PROTECT YOUR HEALTH RECORD

You have the following rights relating to your health record under the law:

- A health care provider, or a person who gets health records from a provider, must have your signed and dated consent to release your health record, except for specific reasons in the law.
 - You can see your health record for information about any diagnosis, treatment, and prognosis.
 - You can ask, in writing, for a copy or summary of your health record, which must be given to you promptly.
- You must be given a copy or a summary of your health record unless it would be detrimental to your physical or mental health, or cause you to harm to another.
 - You cannot be charged if you request a copy of your health record to review your current care.
 - If you request a copy of your health record and it does not include your current care, you can only be charged the maximum amount set by Minnesota law for copying your record.

RELEASE OF YOUR HEALTH RECORD WITHOUT YOUR CONSENT

There are specific times that the law allows some health record information held by your provider to be released without your written consent. Some, but not all, of the reasons for release under federal law are:

- For specific public health activities
- When health information about victims of abuse, neglect, or domestic violence must be released to a government authority
 - For health oversight activities
 - For judicial and administrative proceedings
 - For specific law enforcement purposes
 - For certain organ donation purposes
- When health information about decedents is required for specific individuals to carry out their duties under the law
 - For research purposes approved by a privacy board
 - To stop a serious threat to health or safety
- For specialized government functions related to national security
 - For workers' compensation purpose

Under Minnesota law, health record information may be released without your consent in a medical emergency, or when a court order or subpoena requires it. The following include some of the agencies, persons, or organizations that specific health record information may or must be released to for specific purposes, or after certain conditions are met:

- The Departments of Health, Human Services, Public Safety, Commerce, Minnesota Management & Budget, Labor & Industry, Corrections, and Education
 - Insurers and employers in workers' compensation cases
 - Ombudsman for Mental Health and Developmental Disabilities
 - Health professional licensing boards/agencies
 - Victims of serious threats of physical violence
 - The State Fire Marshal
 - Local welfare agencies
 - Medical examiners or coroners
 - Schools, childcare facilities, and Community Action Agencies to transfer immunization records
 - Medical or scientific researchers
- Parent/legal guardian who did not consent for a minor's treatment, when failure to release health information could cause serious health problems
 - Law enforcement agencies
- Insurance companies and other payors paying for an independent medical examination

If you would like additional information or links to specific laws, visit www.health.state.mn.us and search for "access to health records" or call the Minnesota Department of Health at (651) 201-5178.

Minnesota Statutes, section 144.292, subdivision 4. Revised 4/14/2009