

**CAPITAL AREA RECOVERY PROGRAM (CARP)**  
**INFORMED CONSENT AND AUTHORIZATION FOR TREATMENT**

We would like to inform you regarding your treatment and other business-related practices of Capital Area Human Services District (CAHSD). When you sign this document, it means that you agree to be treated by Capital Area Human Services District and you authorize CAHSD to provide your treatment.

**PROGRAM-RELATED BUSINESS**

- As part of the admission process, you have submitted a urine drug screen. Additional urine drug testing or alcohol breathalyzer testing may be required at any time during your stay. CARP has the right to search your person and your possessions at any time. Refusing drug testing, breathalyzer testing, or a search is grounds for discharge from the program. Testing positive for drugs or alcohol is also grounds for discharge.
- Tuberculin (TB) skin tests are required. Blood tests for syphilis and other sexually transmitted diseases are optional.
- As part of participation in this program, you are required to complete daily chores. Failure to do assigned chores will be considered client misconduct.
- You are required to participate in the Family Program and you will be asked to sign consent forms that allow the counselor to talk with family members and/or other significant people in your life regarding your substance use. You are expected to cooperate with the family counselor in encouraging your family and/or other significant people to participate. Refusal to do so may result in administrative discharge.
- You have basic constitutional, civil, and legal rights and may contact Louisiana's Mental Health Advocacy Service (Phone 225-342-6678) to advocate on your behalf. Information about the Mental Health Advocacy Service and your rights are posted on the bulletin board.
- After completing the CARP program, you will receive either a Certificate of Completion if you met all program objectives or a Certificate of Attendance which lists objectives that were not met.

**BEHAVIORAL HEALTH SERVICES** There are many different ways of treating people with behavioral health problems. Therapy (counseling) is one form of treatment. Therapy can have risks and benefits. Since therapy often involves discussing uncomfortable issues in your life, you may experience upsetting feelings. On the other hand, therapy often leads to better relationships, solutions to specific problems, and reductions in feelings of distress. In addition to therapy, CAHSD also provides psychological testing. If you require psychological testing, you have the right to an explanation of the test(s) and the right to a summary (which may be either verbal or written) of any test results. You may refuse testing at any time. Another part of your treatment may include the use of medications. Your medical practitioner (prescriber) will review risks and benefits, regarding your prescribed medications. You have the right to accept or reject medication. You will be seen by a medical doctor who will give you a physical examination and who will gather important information regarding your medical history. You will also be evaluated by a psychiatrist. Refusal of either of these services will result in discharge.

**SESSIONS WITH CLINICIANS** Within 72 hours of your admission, your clinician will complete a social history and initial treatment plan and you will be seen by the CARP psychiatrist for a psychiatric evaluation. Your treatment plan may be updated during your stay, at your and your clinician's discretion. At the time of admission, we will give you a program schedule, and you will be expected to attend all treatment programs. Your clinician will see you in both groups and for a weekly individual session. If you need to talk to your clinician between appointment times, you are asked to inform nursing staff, who will then contact your clinician. Your clinician will then see you when they have availability.

**CLIENT RECORDS** You are entitled to a copy of your records after discharge unless your clinician believes that seeing them would interfere with your recovery. Your clinician may review your records with you in case you have any questions or concerns. CAHSD charges a fee for records.

**CONFIDENTIALITY** In general, the law protects the privacy of all communications between a client and a clinician. Your clinician can only release information about your treatment to others with your written permission. But there are a few exceptions.

- If your clinician thinks that you are a danger to yourself or gravely disabled, your clinician will initiate actions to ensure your safety. This may include calling a family member or arranging hospitalization.
- If your clinician thinks that you are a danger to others, your clinician will take action to warn the potential victim and inform the police of your intent to harm someone else.
- If your clinician receives a court order or subpoena signed by a judge for your records, CAHSD can be required to disclose a copy of your medical record to the appropriate courts. This may include your clinician testifying in court about your treatment.
- The law requires your clinician to contact Child Protective Services if there is any suspicion or evidence of child abuse or neglect (this also includes past abuse/neglect). Your clinician will make every effort to talk with you before taking any action, unless contacting you might cause the child harm.
- The law requires your clinician to contact Adult Protective Services if there is any suspicion or evidence of abuse or neglect of a vulnerable adult age 18-59 or an emancipated minor (this also includes past abuse/neglect). Your clinician will make every effort to talk with you before taking any action, unless contacting you might cause harm to the vulnerable adult or emancipated minor.
- The law requires your clinician to contact Elderly Protective Services if there is any suspicion or evidence of elder abuse or neglect (this also includes past abuse/neglect). Your clinician will make every effort to talk with you before taking any action, unless contacting you might cause the elder harm.
- If any law officers (e.g. state police, local police, sheriff's deputies, probation and parole officers, federal authorities, etc.) present CARP officials with a valid arrest warrant for a CARP client, CARP administration is mandated to allow such law officers access to CARP in order to carry out their arrest.
- In order to provide continuity of care and services, your clinician may exchange information with other Louisiana Department of Health agencies or business associates without your written consent.
- CAHSD trains graduate students and employs unlicensed clinicians, who are supervised by licensed clinicians. You have the right to know the names and qualifications of any clinicians involved in your treatment.
- In addition, a variety of people who are not employees of CARP may enter CARP premises and inner building from time to time. The police may be called into CARP if there is sufficient threat of, or actual, violence at CARP, or if there has been criminal activity of any sort. Visitors to CARP, who are not employees of CAHSD or of the Louisiana Department of Health, will be briefed on the need for confidentiality and will be asked to sign a statement agreeing to hold confidential all information regarding client names or any other such information gained while on their visit to CARP.
- CAHSD also employs administrative staff and needs to share protected health information with them for both clinical and administrative purposes, such as scheduling, billing, and quality assurance. All staff members are trained to protect your privacy and have agreed not to release any information without the permission of a professional staff member.

#### **OTHER PROGRAM-RELATED INFORMATION**

- CAHSD requires that all residents wear name tags for identification purposes.
- CAHSD supports a violence free environment for clients, visitors, and employees. CAHSD will not tolerate threatening behaviors, harassment, or verbal or physical threats toward our staff, visitors, or clients. If you engage in any such behaviors, you risk termination of services from CAHSD. If your behaviors result in termination of services, CAHSD cannot guarantee finding another provider. As part of your participation in CARP, you

may receive therapeutic passes. You agree to abide by all rules and time frames discussed with the staff and understand that failure to abide by these rules will result in immediate discharge.

On admission, CAHSD requires you to sign this Informed Consent and Authorization for Treatment form. Your signature below indicates that you understand the information in this form and agree to follow its terms for the duration of your treatment.

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|-----------------------|------------------|------|
| Client Name (Printed) | Client Signature | Date |
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| *Personal Representative Name (Printed) *If Needed | Personal Representative Signature | Date |
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| Witness Name (Printed) | Witness Signature | Date |
|------------------------|-------------------|------|