

School Based Outpatient Therapy Referral Form

Student's Name: _____

Birthdate: / /

School student is currently attending:

Age: ____ Grade: ____

Parent's name(s): _____

Contact phone number: _____

Alternate contact number: _____

Referred by: _____

Referral Date: / /

Reason for referral:

Office Use Only _____

Custody Clarification _____

In-School Therapy Referral Process

In order for a student to begin seeing a therapist, the student and their family must go through Family Psychological Associates' Intake Process. The guidelines below outline that process.

1. The identified student and his family should call the Butler Office, **(724) 287-1880** to do an intake over the phone. This should take 5-10 minutes. The family should have their insurance information available.
2. FPA office staff will prepare intake paperwork that will either be sent to the school with the school based therapist or directly to the child's home. This intake paperwork includes a Treatment Agreement & Informed Consent, Release of Information for Insurance and Primary Care Physician, Mandated Reporter Disclosure and any other applicable Releases of Information (including with the school). Parents may also stop at the office to sign paperwork.
***Children over 14 may consent to their own treatment.

This initial paperwork must be completed before treatment begins.

3. At the first session, the therapist will conduct a thorough mental health diagnostic assessment and treatment plan with the child. If child is under the age of 14, parents are required to be present to complete the assessment and treatment plan. (See below)
4. **Please note:**
 - a. **If the student is under 14 years of age, a parent MUST be present at the first appointment in which the diagnostic assessment and treatment plan will be completed.**
 - b. **The parent has the choice to come to the child's school to complete the appointment or in the Family Psychological Associates office – (located at 200 Renaissance Drive, Suite 301, Butler, PA 16001) - at a time that is convenient for the family. (Evening appointments are available). If the parent is unable to attend the first appointment in the school or in the office, Family Psychological Associates will discuss others options with the family on a case by case basis. (Other options may include telephone participation under specific circumstances).**
 - c. **Parents will also be required to meet with the therapist once every 90 days to take part in treatment plan updates. FPA is unable to continue therapy without parental consent and occasional participation in appointments for students under 14 years of age.**
5. The school-based therapist will collaborate with school officials on the scheduling of each student.

*Important Note to Parents

Mental Health law in Pennsylvania allows children 14 and older to seek therapy without the consent of their parents or guardians. This does not mean that parents cannot also consent to children 14 and older receiving mental health treatment. This sometimes creates some confusion regarding what and when a therapist can share information with a parent. We are bound by law to obtain an official Release of Information from a child 14 and over in order to share information with you as a parent. We strongly encourage the child to sign this release this at the beginning of therapy. There are some limits to this confidentiality:

- If your child is threatening to harm themselves (this may not apply to cutting or other non-lethal behaviors) or someone else.
- Court Ordered Information
- Child abuse or elder abuse

We earnestly try to balance a parent's right to know and to be involved in their child's lives with the child of consenting age's right to confidentiality. ***Many times, especially with teens and adolescents, successful treatment hinges on a strong therapeutic relationship in which a child can feel safe to communicate things privately that they may not tell parents or other authority figures in their lives.*** Our therapists are trained in how to talk to kids about confidentiality and its limits and that even though sometimes what they say does not need to be shared with their parents, it may be in their best interest to talk to their parents about these topics. Therapists can help to facilitate this, possibly even in a family therapy session.

If you have any more questions regarding this or any other part of the school based program, please contact our Butler office at (724)287-1880.

We would be happy to answer them. 😊