

# ***Applicant Please KEEP THIS PAGE***

## **SOME OF THE THINGS THAT CAN MAKE AN INDIVIDUAL INELIGIBLE FOR MEDICATION ASSISTED TREATMENT:**

1. Disruptive and/or disrespectful behavior, violence or threats of violence in the clinic, on the clinic property, or at another treatment facility
2. Misuse of benzodiazepines or alcohol
3. Unresolved legal issues
4. Inability to meet the diagnosis for Opioid Dependence
5. Inability to attend daily dosing and weekly counseling in an outpatient level of care
6. Medical, legal, or mental health issues that preclude full participation in treatment

## **IMAT POLICY AND PROCEDURES SECTION V. INTAKE REQUIREMENTS AND PROCESS**

Admission Criteria: Applicants must satisfy the following criteria:

- a) Consumer must provide proof that they are 18 years or older;

Sufficient verification of current physiological dependence on opioid drug(s) (includes urine screen for opioids, physiological manifestations of opioid abstinence syndrome, physical evidence) or eligibility according to specific exceptions as outlined in federal regulations; and

- b) Documentation of 1-year addiction. Addiction history documents may include:
  - Medical Records
  - Note from physician
  - Emergency Room Records
  - Medical clinic records
  - Verification of previous substance abuse treatment (for opiate addiction)
  - Pharmacy Records
  - Department of Corrections records or pre-sentence reports
  - Letters or affidavit form presented in person by individuals who can verify that individuals use and the length of time they have been addicted (parent, spouse, adult child, and, if absolutely nothing else is available, a letter from an IMAT consumer willing to sign his/her name).

IAA's Interior Medication Assisted Treatment  
710 3rd Ave Fairbanks, AK 99709  
907-452-4222  
Informed Consent

**COUNSELING** is a confidential process designed to help you address your concerns, come to a greater understanding of yourself, and learn effective personal and interpersonal coping strategies. It involves a relationship between you and a trained addiction counselor who has the desire and willingness to help you accomplish your individual goals. Counseling involves sharing sensitive, personal, and private information that may at times be distressing. During the course of counseling, there may be periods of increased anxiety or confusion. The outcome of counseling is often positive; however, the level of satisfaction for any individual is not predictable. Your counselor is available to support you throughout the counseling process.

*Providers:* Brenda Henze-Nelson, LPC, MAC, CDCII  
Lindsey Grennan, LPC, CDCII

Adie Callahan, LPC, CDCII  
Phelicia Wazny, MEd, CDCII

**CONFIDENTIALITY:**

This consent is authorizing IAA to provide services to you. All interactions with IAA, including scheduling of or attendance at appointments, content of your sessions, progress in counseling, and your records are confidential and protected under HIPAA as well as 42CFR Part 2 and 45CFR Parts 160 & 164, and cannot be disclosed without your written consent unless provided for in the regulations. Your consent may be revoked at any time except to the extent that action has been taken in reliance on it.

**EXCEPTIONS TO CONFIDENTIALITY:**

- The counseling staff works as a team. Your counselor will consult with the Clinical Supervisor and other counseling staff to provide the best possible care. These consultations are for professional and training purposes.
- If there is evidence of clear and imminent danger of harm to self and/or others, a counselor is legally required to report this information to the authorities responsible for ensuring safety.
- If IAA staff learn of, or strongly suspect, physical or sexual abuse or neglect of any person under 18 years of age must report this information to child protection services.
- A court order, issued by a judge, may require the IAA staff to release information contained in records and/or require a counselor to testify in a court hearing.

Costs of services are subsidized by State of Alaska Division of Behavioral Health grant. We do accept Medicaid, some private insurance, and have a sliding fee scale for those who meet qualifications.

We appreciate prompt arrival for appointments. Please notify us at 907-452-4222 if you will be late. Twenty-four-hour notice of cancellation allows us to use the time for others.

**I understand the risks and benefits of counseling, the nature and limits of confidentiality, and what is expected of me as a client at IAA.**

\_\_\_\_\_  
*Signature of Client*

\_\_\_\_\_  
*Date*

**Interior Medication Assisted Treatment  
Client Intake Packet**

**Your responses are protected by federal confidentiality laws and are not discussed or released without your consent in writing.**  
*Please let us know if you need help answering the questions.*

**A fee of \$120 or a Medicaid card/number will be due when the assessment appointment is made.** *If this is a barrier to making the appointment, please talk to the counselor to determine if a payment plan is feasible.*

**Preferred medication:**

Methadone

Suboxone

Vivitrol

**Non-medication services:**

Individual Counseling

Group Counseling

Intensive Outpatient Services (9+hours per week)

**Client Profile**

Date: \_\_\_\_\_

\_\_\_\_\_  
First, Middle, and Last Name

\_\_\_\_\_  
Maiden Name

\_\_\_\_\_  
Alternate Names

Sex:  Female  Male

Gender identity: \_\_\_\_\_

Sexual orientation: \_\_\_\_\_ (straight, lgbtq+, etc.)

Date of birth: \_\_\_/\_\_\_/\_\_\_ Age: \_\_\_ Social Security Number: \_\_\_\_\_

Primary phone: \_\_\_\_\_ Secondary phone: \_\_\_\_\_

Medicaid number: \_\_\_\_\_

Home address: \_\_\_\_\_  
City, State, Zip Code

Mail/billing address: \_\_\_\_\_  
City, State, Zip Code

**Race**

Aleut       American Indian       Asian       Athabascan       Black/African American  
 Caucasian       Haida       Inupiat       Native Hawaiian       Other Alaska Native  
 Pacific Islander       Tlingit       Tsimshian       Yupik       Other

**Ethnicity**

Not Spanish/Hispanic/Latino Mexican       Chicano/Other Hispanic       Cuban       Puerto Rican

Mexican American       Spanish/Hispanic Latino       Hispanic  
Specific origin not specified

**Community of Origin** (city, town or village you currently reside) \_\_\_\_\_



**Who referred you to our agency?**  Self  Other: specific agency or name \_\_\_\_\_

**Why are you seeking services at our agency?** \_\_\_\_\_

**In your own words, what problem(s) would you like our agency to help with?**

**Have you ever received services from our agency?**  Yes  No

If yes, what type of services, when and what type of services did you receive?

**Are you currently receiving mental health and/or substance abuse treatment services from any other agency?**

Yes  No

If yes, which agency and what type of services?

**Do you have family and friends in town who know you have addiction problems?**  Yes  No

**If yes, are you in regular contact?**  Yes  No

**Do you have someone nearby to talk to about problems when they occur?**  Yes  No

**Do you participate in social activities with friends or family?**  Yes  No

**Spiritual beliefs?** \_\_\_\_\_

**Hobbies?** \_\_\_\_\_

**Medical Status**

If female, are you pregnant?  Yes  No  Unknown

If yes, when is your due date? \_\_\_\_\_

Do you inject drugs?  Yes  No

If yes, when was the last time you injected drugs? \_\_\_\_\_

How many times have you been admitted into any program(s) for substance abuse treatment? \_\_\_\_\_

List programs: \_\_\_\_\_

How many days in the past 30 have you attended a self-help group like AA or NA? \_\_\_\_\_

Do you use tobacco?  Yes  No

If yes, what type do you use?  Cigarette  Electronic (vape)  Cigar/Pipes  Combination  Smokeless Tobacco

How would you rank your overall health?  Excellent  Very good  Good  Fair  Poor  Unsure

List any allergies: \_\_\_\_\_

Are you prescribed any medications?  Yes  No

If yes, please list medication and reason: \_\_\_\_\_

Do you have any mental health conditions?  Yes  No

If yes, please describe: \_\_\_\_\_

How many non-treatment substance abuse related **hospitalizations** have you had in the past 6 months? \_\_\_\_\_

How many times have you been admitted into any program(s) for **mental health** treatment? \_\_\_\_\_

How many times have you been **hospitalized for mental health** treatment? \_\_\_\_\_

How many months since your last discharge? \_\_\_\_\_

**Drug Use** In order, list your preferred drugs and how frequently you use them:

Drug	How often used? Multiple times daily, daily, weekly, etc...	How long have you been using?	How used? Smoke, snort, IV, etc.

**Financial Information**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Employed full-time  | <input type="checkbox"/> Employed part-time | <input type="checkbox"/> Unemployed: Looking for work           |
| <input type="checkbox"/> Disabled            | <input type="checkbox"/> Homemaker          | <input type="checkbox"/> Unemployed Not seeking work            |
| <input type="checkbox"/> Retired             | <input type="checkbox"/> Student            | <input type="checkbox"/> Unemployed: Subsistence lifestyle      |
| <input type="checkbox"/> In the Armed Forces | <input type="checkbox"/> Resident/Inmate    | <input type="checkbox"/> Seasonal employment: in-season         |
| <input type="checkbox"/> Not seeking work    | <input type="checkbox"/> Other              | <input type="checkbox"/> Seasonal employment: out-of-season     |
|  |   | <input type="checkbox"/> Not in work/labor force (other): _____ |

**If employed, who is your employer?** \_\_\_\_\_

**Occupation:** \_\_\_\_\_

**Within the last 6 months, how many months have you been employed?** \_\_\_\_\_

**What is your annual household income? \$** \_\_\_\_\_

**What is your primary source of income? Please select one**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> None                     | <input type="checkbox"/> Interest and Other                       | <input type="checkbox"/> Self Employment                      |
| <input type="checkbox"/> AK Native Corp Dividends | <input type="checkbox"/> Public Assistance/Welfare Pay            | <input type="checkbox"/> Supplemental Security Ins            |
| <input type="checkbox"/> Alimony                  | <input type="checkbox"/> Parent's Income                          | <input type="checkbox"/> Spouse or significant other's income |
| <input type="checkbox"/> Alaska PFD               | <input type="checkbox"/> Retirement, Survivor, Disability Pension | <input type="checkbox"/> Social Security                      |
| <input type="checkbox"/> Child Support            | <input type="checkbox"/> Railroad Retirement                      | <input type="checkbox"/> Unemployment Compensation            |
| <input type="checkbox"/> Employment               | <input type="checkbox"/> Social Security Disability               | <input type="checkbox"/> Tribal Assistance Programs           |
| <input type="checkbox"/> Other                    |   |   |

**Other income sources? Select all that apply**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> None                     | <input type="checkbox"/> Interest and Other                       | <input type="checkbox"/> Self Employment                      |
| <input type="checkbox"/> AK Native Corp Dividends | <input type="checkbox"/> Public Assistance/Welfare Pay            | <input type="checkbox"/> Supplemental Security Ins            |
| <input type="checkbox"/> Alimony                  | <input type="checkbox"/> Parent's Income                          | <input type="checkbox"/> Spouse or significant other's income |
| <input type="checkbox"/> Alaska PFD               | <input type="checkbox"/> Retirement, Survivor, Disability Pension | <input type="checkbox"/> Social Security                      |
| <input type="checkbox"/> Child Support            | <input type="checkbox"/> Railroad Retirement                      | <input type="checkbox"/> Unemployment Compensation            |
| <input type="checkbox"/> Employment               | <input type="checkbox"/> Social Security Disability               | <input type="checkbox"/> Tribal Assistance Programs           |
| <input type="checkbox"/> Other                    |   |   |

**How do you plan to pay for treatment services?**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> AK Native Health Care  | <input type="checkbox"/> Indian Health Services | <input type="checkbox"/> Other Native Health Grant |
| <input type="checkbox"/> Blue Cross/Blue Shield | <input type="checkbox"/> Medicaid               | <input type="checkbox"/> Other private             |
| <input type="checkbox"/> CIGNA                  | <input type="checkbox"/> Medicare               | <input type="checkbox"/> Other public care         |
| <input type="checkbox"/> HMO                    | <input type="checkbox"/> Other government grant | <input type="checkbox"/> Self pay                  |

**What type of insurance do you have?**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Blue Cross/Blue Shield | <input type="checkbox"/> Medicare Conditionally Primary | <input type="checkbox"/> Personal Payment Cash – No Insurance |
| <input type="checkbox"/> Commercial             | <input type="checkbox"/> Medicare Part B                | <input type="checkbox"/> Supplemental Policy                  |
| <input type="checkbox"/> Group Policy           | <input type="checkbox"/> Medicaid                       | <input type="checkbox"/> VA Insurance                         |
| <input type="checkbox"/> HMO                    | <input type="checkbox"/> Medicare Primary               | <input type="checkbox"/> Other: _____                         |
| <input type="checkbox"/> Individual Policy      | <input type="checkbox"/> Other Government Service       |   |
| <input type="checkbox"/> Long Term Policy       | <input type="checkbox"/> Other Public Insurance         |   |
| <input type="checkbox"/> Litigation             | <input type="checkbox"/> Other Private Insurance        |   |

**What is your marital status?**

- |                                     |   |                                  |                                   |
|-------------------------------------|---|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Cohabiting | <input type="checkbox"/> Never married/single | <input type="checkbox"/> Widowed | <input type="checkbox"/> Divorced |
| <input type="checkbox"/> Separated  | <input type="checkbox"/> Married              |                                  |                                   |

**Household Composition** Select the description that best describes your household composition:

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Live alone    | <input type="checkbox"/> with non-relatives     | <input type="checkbox"/> with relatives | <input type="checkbox"/> with adolescents |
| <input type="checkbox"/> with children | <input type="checkbox"/> with significant other | <input type="checkbox"/> Other: _____   |   |

**Number of people in your household?** \_\_\_\_\_

**Number of children in your household?** \_\_\_\_\_ **Number of children not in your custody?** \_\_\_\_\_

**Select description that best describes your living arrangement:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Assisted living facility      | <input type="checkbox"/> Homeless                                      | <input type="checkbox"/> Residential treatment   |
| <input type="checkbox"/> Correction/Detention facility | <input type="checkbox"/> Hospital for non-psych                        | <input type="checkbox"/> Recovery housing        |
| <input type="checkbox"/> Crisis residence              | <input type="checkbox"/> Hospital for psych                            | <input type="checkbox"/> Shelter                 |
| <input type="checkbox"/> Foster care                   | <input type="checkbox"/> Nursing home                                  | <input type="checkbox"/> Transitional housing    |
| <input type="checkbox"/> Group Home                    | <input type="checkbox"/> Private residence without supportive services | <input type="checkbox"/> Therapeutic foster care |
| <input type="checkbox"/> Halfway house                 | <input type="checkbox"/> Private residence with support services       | <input type="checkbox"/> Other: _____            |



**Legal Status**

Have you ever been arrested?  Yes  No

Arrests in the last 12 months? \_\_\_\_\_

Arrests in your lifetime? \_\_\_\_\_

Currently on probation/parole? \_\_\_\_\_

Incarcerated in the last 90 days? \_\_\_\_\_

**Legal History**

30 day commitment

90 day commitment

180 day commitment

Incarcerated-Sentenced

Incarcerated-Unsentenced

Case pending

Community sentencing

Court order for observation/evaluation

Court order for alcohol treatment/prevention

Court order for drug treatment/prevention

Court order juveniles

Court order mental health

Deferred prosecution

Deferred sentence

Emergency commitment

Informal probation

Office of children's services custody

Protective custody

Title 12- not guilty by reason of insanity

**IMAT Staff:**

Applicant appears to meet DSM-5-TR Diagnosis for F11.20 Opioid Use Disorder?

Yes  No

\_\_\_\_\_  
Staff Signature

Interior AIDS Association  
**Interior Medication Assisted Treatment**

710 3<sup>rd</sup> Avenue

Mailing: PO Box 71248, Fairbanks, AK 99707-1248  
907.452.4222 Fax: 907.452.8176

**Consent For Release of Consumer Information**

**Purpose of this form:** To obtain approval from the consumer to bill medical insurance companies, including Medicaid for covered substance abuse treatment services and to exchange information required to obtain third party payment.

1. Consumer Name: \_\_\_\_\_ ID# \_\_\_\_\_ Date of Birth: \_\_\_\_\_
2. Current Mailing Address: \_\_\_\_\_
3. Phone: \_\_\_\_\_ Social Security # \_\_\_\_\_
4. Single  Married  Other
5. Medicaid – Do you currently have Medicaid coverage?    Yes    No    (circle one)  
    (a) Medicaid # \_\_\_\_\_ (Attach copy of card or printout)
6. Other Insurance:  
    (A) Primary Insured: \_\_\_\_\_ SS# \_\_\_\_\_ DOB: \_\_\_\_\_  
    (B) Consumer Name: \_\_\_\_\_  
    (C) Employer Name: \_\_\_\_\_ Group # \_\_\_\_\_  
    (D) Insurance Company Name: \_\_\_\_\_ Policy # \_\_\_\_\_  
    Phone # \_\_\_\_\_ (Please provide a copy of insurance card front and back)

Insurance Companies, including Medicaid, will be billed for treatment at IMAT at standard program rates. Consumers are responsible for paying deductibles and copayments according to their insurance policies. Consumers are responsible for communicating any changes in insurance coverage to the Executive Director.

**I hereby authorize insurance benefits to be paid directly to the Interior AIDS Association, Interior Medication Assisted Treatment (IMAT) for services provided to me by IMAT. I also authorize IMAT to release to the appropriate insurance company or Medicaid (Division of Medical Assistance and their billing contractor (Conduent) any information required to process this claim (including information relating to drug abuse disorders).**

I also authorize the Interior AIDS Association to release information necessary to facilitate direct billing by laboratories for test that are necessary for my treatment at IMAT.

\_\_\_\_\_  
Signature of Consumer

\_\_\_\_\_  
Date

# IMAT Telehealth Consent and Safety Plan

## CONSENT FOR TELEHEALTH CONSULTATION

1. I understand that my counselor supports use of telehealth consultation.
2. My counselor explained to me how the technology that will be used to affect such a consultation will not be the same as a direct client/counselor visit due to the fact that I will not be in the same room as my provider.
3. I understand that a telehealth consultation has potential benefits including easier access to care and the convenience of meeting from a location of my choosing.
4. I understand there are potential risks to this technology, including interruptions, unauthorized access, and technical difficulties. I understand that my counselor or I can discontinue the telehealth consult/visit if it is felt that the connections are not adequate for the situation.
5. I have had a direct conversation with my provider, during which I had the opportunity to ask questions in regard to this procedure. My questions have been answered and the risks, benefits and any practical alternatives have been discussed with me in a language in which I understand.
6. I understand that the appointment will be conducted through the use of a 42 CFR and HIPPA compliant interactive video, audio, and telecommunications technology. Facetime and social media app communication platforms are not 42 CFR and HIPPA compliant and therefore unable to be utilized for telehealth.
7. I understand my counselor will provide me with a secure link for visual telehealth appointments.

## CONSENT TO USE THE TELEHEALTH BY RINGCENTRAL SERVICE

1. Telehealth by RingCentral is the technology service we will use to conduct telehealth videoconferencing appointments. It is simple to use and there are no passwords required to log in. By signing this document, I acknowledge:
2. Telehealth by RingCentral is NOT an Emergency Service and in the event of an emergency, I will use a phone to call 911.
3. Though my provider and I may be in direct, virtual contact through the Telehealth Service, neither RingCentral nor the Telehealth Service provides any medical or healthcare services or advice including, but not limited to, emergency or urgent medical services.
4. The Telehealth by RingCentral Service facilitates video/audio conferencing and is not responsible for the delivery of any healthcare, medical advice or care.
5. I do not assume that my provider has access to any or all of the technical information in the Telehealth by RingCentral Service – or that such information is current, accurate or up-to-date. I will not rely on my counselor to have any of this information in the Telehealth by RingCentral Service.
6. To maintain confidentiality, I will not share my telehealth appointment link with anyone unauthorized to attend the appointment.

7. Clients must be fully clothed and presentable as if they were in an office setting.
8. Clients may not be using or under the influence of any type of substance such as alcohol or cannabis during the appointment.
9. Clients may not be in the presence of other people or in public spaces that may violate 42 CFR or HIPAA, their confidentiality or privacy. The only exception is if the client is having a preplanned conjoined family or couple session.
10. Clients may not be driving or operating any machinery or engaging in frequent distractions that will reduce the therapeutic focus of the session.

## **EMERGENCY PROCEDURES SPECIFIC TO TELEHEALTH SERVICES**

### **CRISIS RESOURCES**

If you have a mental health emergency, I encourage you not to wait for communication back from me, but do one or more of the following:

Call your local crisis resources (see list below)

Call 911 for immediate emergency care or your community's emergency room department

Call 988 for the Suicide & Crisis Lifeline

Text HOME to 741741 from anywhere in the United States, anytime to connect with a volunteer crisis counselor

Call the Alaska Careline Crisis Intervention Line 1-877-266-4357

If in the Fairbanks area, Contact the Fairbanks Community Behavioral Health Center On-Call Service at 907-371-1300

### **SAFETY PLAN**

There are additional procedures that we need to have in place specific to Telehealth services. These are for your safety in case of an emergency and are as follows:

If you are having suicidal or homicidal thoughts, experiencing new or worsening unmanageable psychotic symptoms, or in a crisis that we cannot solve remotely, I may determine that you need a higher level of care and Telehealth services are not appropriate.

I require an Emergency Contact Person (ECP) who I may contact on your behalf in a life-threatening emergency only. Please enter this person's name and contact information below.

Either you or I will verify that your ECP is willing and able to go to your location in the event of an emergency. Additionally, if either you, your ECP, or I determine necessary, the ECP agrees take you to a hospital. Your signature at the end of this document indicates that you understand I will only contact this individual in the extreme circumstances stated above.

\*Please list your Emergency Contact Person here

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

\*Please select the hospital nearest to you:

\_\_\_\_\_ Fairbanks Memorial Hospital (907) 452-8181

\_\_\_\_\_ Chief Andrew Isaac Health Center (907) 451-6682

\_\_\_\_\_ Bassett Army Community Hospital (907) 361-5172

\_\_\_\_\_ Other:

\* Please list your nearest emergency services:

\_\_\_\_\_ Fairbanks Police Department (907)450-6500

\_\_\_\_\_ Alaska State Troopers (907) 451-5100

\_\_\_\_\_ North Pole Police Department (907) 488-6902

\_\_\_\_\_ Other:

By signing this form, I certify:

That I have read or had this form read and/or had this form explained to me. That I fully understand its contents including the risks and benefits of the procedure(s).

That I agree to adhere to the above safety plan.

That I have been given ample opportunity to ask questions and that any questions have been answered to my satisfaction.

---

Signature of Client

Date

BY SIGNING I AM AGREEING THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**1. Have you ever felt that you ought to Cut down on your drinking or drug use?**

- |                           |                               |
|---------------------------|-------------------------------|
| <input type="radio"/> Yes | <input type="radio"/> Alcohol |
| <input type="radio"/> No  | <input type="radio"/> Drugs   |

**2. Have people Annoyed you by criticizing your drinking or drug use?**

- |                           |                               |
|---------------------------|-------------------------------|
| <input type="radio"/> Yes | <input type="radio"/> Alcohol |
| <input type="radio"/> No  | <input type="radio"/> Drugs   |

**3. Have you ever felt bad or Guilty about your drinking or drug use?**

- |                           |                               |
|---------------------------|-------------------------------|
| <input type="radio"/> Yes | <input type="radio"/> Alcohol |
| <input type="radio"/> No  | <input type="radio"/> Drugs   |

**4. Have you ever had a drink or used drugs first thing in the morning to steady your nerves or to get rid of a hangover (Eye opener)?**

- |                           |                               |
|---------------------------|-------------------------------|
| <input type="radio"/> Yes | <input type="radio"/> Alcohol |
| <input type="radio"/> No  | <input type="radio"/> Drugs   |

Over the last 2 weeks, how often have you been bothered by the following problems?

**5. Little interest or pleasure in doing things**

- Not at all
- Several days
- More than half the days
- Nearly every day

**6. Feeling down, depressed or hopeless**

- Not at all
- Several days
- More than half the days
- Nearly every day

**7. Feeling nervous, anxious or on edge**

- Not at all
- Several days
- More than half the days
- Nearly every day

**8. Not being able to stop or control worrying**

- Not at all
- Several days
- More than half the days
- Nearly every day