

New Client Background Information Packet



for the office of:

Tricia Mageli-Maley, M.A.
Licensed Psychologist
2717 Hidden Creek Lane
Wayzata, MN 55391-2559
(952) 938-3751



Tricia Mageli-Maley, M.A.
Licensed Psychologist
2717 Hidden Creek Lane
Minnetonka, MN 55391
(952) 938-3751 (phone)

My goal in asking all of this information is to obtain a more complete understanding of you history and background. Your accurate and thorough completion of this form will facilitate your therapy. By answering the questions on your own time, therapy time will not need to be spent on these informational matters. All of the information that you provide us will be treated confidentially. If there is any question which you wish to decline answering, simply write no answer in the space provided.

General Information

Name _____

Address _____

(street)

(city)

(state)

(zip)

Phone #(s) work: _____ home: _____

Best place to call you _____ Best time to call you _____

Present Age: _____ Date of Birth: _____ Marital status: _____

Referred by: _____

Your occupation: _____

Name of your physician: _____ Date of last physical: _____

Name of your psychiatrist: _____ Date of last visit: _____

Are you currently suffering from any significant illness or medical problem?

Please list any prescribed or non-prescribed medications you currently take & dosage:



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Third Party Payment Information

If you are planning to submit your therapy sessions to your insurance company for reimbursement, I will need the following information.

Name of Insurance Company _____

Insurance Company Address _____

City _____ State _____ Zip Code _____

Attention: _____ Insurance Phone # () _____

Full Name of Insured (Policyholder) _____

Policy ID Number _____ Group Number _____

Date of Birth of Person Receiving Services _____

Date of Birth of Policyholder _____

Please note:

The use of a third party to pay for therapy sessions requires that the insurance company be involved in the ongoing therapy process. They have the right to know the diagnosis of your condition. They have the right to know how serious your present symptoms are. They have the right to know how we are working on the issue and to decide if they will cover that type of treatment plan. And they have the right to timely updates on our work, and, in some cases, to have complete copies of your therapy file.

Insurance companies have a right to this information because they are paying for your therapy. But you need to consider that their rules about confidentiality may be different than those of therapists. To be sure as to where your records are going, and who will have access to those records are going, and know who will have access to those records, so please talk with your insurance company about their policy regarding such matters and ask what precautions they take to prevent your information from being released without your specific consent.



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Limitations to Confidentiality

As a client receiving psychological services delivered by a licensed psychologist in the State of Minnesota, you are entitled to have any and all information relating to your history, your personal data, and the work done in this office kept confidential unless you agree to release that information in writing.

However, there are exceptions to confidentiality that you need to be aware of. The State of Minnesota has legislated three exceptions to your protection of confidential material:

- 1) I cannot keep confidential any information concerning the physical or emotional abuse of children. If you provide me with any information that suggests a child has been or will be harmed, I am required by law to notify the appropriate authorities.
- 2) I cannot keep confidential any information concerning your intention to harm yourself. If you provide me with any information that suggests you intend to harm yourself, I am required by law to notify the appropriate authorities and your family members.
- 3) I cannot keep confidential any information concerning your intention to harm another person. If you provide me with any information that suggests your intend to harm another person, I am required by law to notify the appropriate authorities and the person in danger.
- 4) I cannot keep confidential any information concerning any ethics violation involving another therapist, psychiatrist, or health care provider. If I learn about such violations, I am required by my Code of Ethics to report such violations to the appropriate professional board for inquiry.

In the event that you ask for a third party payer to pay for your psychological services, you need to know that your insurer reserves the right to request your record, ask for reports concerning your case, and even to ask for all files related to your psychological work.

I have read the limits of confidentiality and understand the limits placed on you as a psychologist.

Signature _____ Date _____

What is the nature of the problem that brought you into therapy at this time?

How severe is this problem? (Mark an "x" on the continuum at the appropriate spot)

mildly upsetting	moderately troublesome	severe	very severe	totally incapacitating
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Have you consulted anyone else about your present problem? (other therapists, doctors, or chiropractors)

Check any of the following that apply to you:

- | | | |
|---|---|--|
| <input type="checkbox"/> Headaches | <input type="checkbox"/> Dizziness | <input type="checkbox"/> Fainting spells |
| <input type="checkbox"/> Palpitations | <input type="checkbox"/> Stomach Trouble | <input type="checkbox"/> Anxiety |
| <input type="checkbox"/> Bowel disturbances | <input type="checkbox"/> Can't make decisions | <input type="checkbox"/> No appetite |
| <input type="checkbox"/> Anger | <input type="checkbox"/> Take sedatives | <input type="checkbox"/> Insomnia |
| <input type="checkbox"/> Feel tense | <input type="checkbox"/> Feel panicky | <input type="checkbox"/> Alcoholism |
| <input type="checkbox"/> Depressed | <input type="checkbox"/> Conflict | <input type="checkbox"/> Tremors |
| <input type="checkbox"/> Unable to relax | <input type="checkbox"/> Suicidal ideas | <input type="checkbox"/> Take drugs |
| <input type="checkbox"/> Can't make friends | <input type="checkbox"/> Overambitious | <input type="checkbox"/> Allergies |
| <input type="checkbox"/> Can't keep a job | <input type="checkbox"/> Inferiority feelings | <input type="checkbox"/> Fatigue |
| <input type="checkbox"/> Financial problems | <input type="checkbox"/> Memory problems | <input type="checkbox"/> Lonely |
| <input type="checkbox"/> Nightmares | <input type="checkbox"/> Shy with people | <input type="checkbox"/> Sexual problems |

Check any of the following words that apply to you:

- | | | |
|--|--|---|
| <input type="checkbox"/> worthless | <input type="checkbox"/> Useless | <input type="checkbox"/> Nobody |
| <input type="checkbox"/> Life is empty | <input type="checkbox"/> Inadequate | <input type="checkbox"/> Stupid |
| <input type="checkbox"/> Incompetent | <input type="checkbox"/> Naive | <input type="checkbox"/> Guilty |
| <input type="checkbox"/> Evil | <input type="checkbox"/> Morally wrong | <input type="checkbox"/> Depressed |
| <input type="checkbox"/> Agitated | <input type="checkbox"/> Horrible thoughts | <input type="checkbox"/> Ugly |
| <input type="checkbox"/> Lonely | <input type="checkbox"/> Unloved | <input type="checkbox"/> Confused |
| <input type="checkbox"/> Worthwhile | <input type="checkbox"/> Misunderstood | <input type="checkbox"/> Restless |
| <input type="checkbox"/> Attractive | <input type="checkbox"/> Sympathetic | <input type="checkbox"/> Intelligent |
| <input type="checkbox"/> Dumb | <input type="checkbox"/> Confident | <input type="checkbox"/> Considerate |
| <input type="checkbox"/> Dangerous | <input type="checkbox"/> A liar | <input type="checkbox"/> Suicidal |
| <input type="checkbox"/> Generally happy | <input type="checkbox"/> A problem solver | <input type="checkbox"/> Isolated |
| <input type="checkbox"/> caretaker | <input type="checkbox"/> resentful | <input type="checkbox"/> completely alone |

Family History

Father: Living or deceased? _____
If deceased, your age at time of his death? _____
Cause of death? _____
If alive, his present age? _____

His occupation _____ General Health _____

Mother: Living or deceased? _____
If deceased, your age at time of his death? _____
Cause of death? _____
If alive, his present age? _____

Her occupation _____ General Health _____

If your parents are alive, what is your present relationship with them? _____

About your siblings

of brothers _____ Current ages _____

of sisters _____ Current ages _____

What is your present relationship with your siblings? _____

Who are the most important people in your life at present? _____

Past Therapy History

Have you ever been in therapy before? _____

With Whom? _____ When? _____

What was the nature of the problem that led you to start therapy? _____

Do you feel your therapy was successful? _____

In that experience, what did you like about the therapy? _____

In that experience, what didn't you like about the therapy? _____

Sexual History

Have you ever experienced any problems or concerns with your sexuality?

In general, how would you describe your sexual life?

If you would like any change in your sexual life, what would it be?

Have you ever experienced a traumatic sexual event?

Relationship History

Name of significant other _____ His/Her Occupation: _____

Are you married? _____ Living Together? _____ If so, how long did you know each other before you committed to each other _____

In what areas are you and your partner compatible? _____

In what areas are you and your partner incompatible? _____

How do you get along with your partner's parents? _____

How many children do you have Please list their names, sex, and ages:

Do any of your children pose special problems? If yes, please elaborate. _____

Give brief details concerning any miscarriages, abortions, or losses of your children.

Do your children live with you? _____ Full time? _____ Part-time? _____

If your children are older, are any of them married? _____

Are any of them parents? _____

How many grandchildren do you have?

Experiences of Trauma or Victimization

An important issue we may talk about in therapy is any experience you have had in which you felt victimized, traumatized, or at risk in some way because of the dangerous, aggressive, violent, or predatory behavior of another person or persons. If you have any history like this, please let me know when you feel comfortable enough to do so--either on this form or in a therapy session.

Have you been the victim of emotional abuse? _____ As a child? _____ As an adult? _____

Have you been the victim of physical abuse? _____ As a child? _____ As an adult? _____

Have you ever experienced any of the following situations? Please check any you know about and are willing/needing to talk about.

- | | |
|--|---|
| _____rape | _____accident in which you were seriously injured |
| _____incest | _____combat experience |
| _____abduction | _____participation in or encounter with gang members |
| _____mugging | _____fraternity/sorority hazing |
| _____armed robbery | _____any form of ritual abuse |
| _____stalking | _____unusual teasing, rough physical play, or taunting |
| _____obscene phone calls | _____victimization by a cult |
| _____therapy abuse | _____inappropriate sexual touch by a teacher, troop leader, coach or religious leader |
| _____medical procedure which you regard have having been traumatic | |

Thank you for taking the time to complete this form for me. Please know that I will read it over carefully, and that I will protect the confidentiality of this information. At any time, during the course of therapy, you can add information or update this form.