



relationship institute

Royal Oak Northville Ann Arbor
248.546.0407

INFORMED CONSENT FOR IN-PERSON SERVICES DURING COVID-19 PUBLIC HEALTH CRISIS

Relationship Institute is re-opening some of its physical offices, starting the week of June 15, 2020. This document contains important information about your decision to possibly resume in-person services in light of the COVID-19 public health crisis. Please read this carefully. When you sign this document, it will be an official agreement between you and the Relationship Institute. This document outlines responsibilities that you as a client have, and we as staff of the Relationship Institute have, to keep everyone as safe as possible during this time.

And remember that at any time, for any reason, you always have the option to use telehealth services for your counseling sessions, either by telephone or video. Note that teletherapy services may not be covered by your insurance carrier in the future.

You understand that by coming to the office, you are assuming the risk of exposure to the coronavirus (or other public health risk).

To obtain services in person, you agree to take certain precautions which will help keep everyone involved safer from exposure, sickness and possible death. If you do not adhere to these safeguards, it may result in your starting/returning to teletherapy services. Your signature at the end of this document indicates your agreement to follow these precautions:

- You will only keep your in-person appointment if you are symptom free, that is, not experiencing ANY of the following: fever, cough, shortness of breath, chills, muscle pain and/or sore throat
- You will NOT make an in-person appointment if you have had contact with a person known to be infected with COVID-19 within the previous 14 days
- You will NOT make an in-person appointment if you have a compromised immune system, based on a recent medical diagnosis
- You will NOT make an in-person appointment if you are 60 years of age or older
- If you do have any of these symptoms or situations, and had previously scheduled an appointment in our office, you agree to cancel the appointment or proceed using teletherapy. If you wish to cancel for any of these reasons, you will not be charged our normal late cancellation fee.
- On the day of an in-office session, you agree to wait in your car in the parking lot until you either visually see your therapist welcoming you, or receive a text message from a staff member letting you know it is time to enter the building.
- Only 1 client (or 2 if it is a couples' session) is allowed in the waiting room at any time. No one is allowed to sit in the waiting room while you are in session.
- You will wear a mask when entering the building
- You will keep a distance of 6 feet and there will be no physical contact (e.g. no shaking hands or hugging) with any staff member.

- You will try not to touch your face or eyes with your hands. If you do, you will immediately wash or sanitize your hands.
- If a resident of your home tests positive for the coronavirus, you will immediately let your therapist know, and schedule future sessions via telehealth.

Relationship Institute is taking the following safety precautions to keep you and staff members safe from COVID-19, including:

- Wiping down door handles and public areas
- Plexiglas shields are in every office, stationed between you and your therapist
- In addition to your own mask, plastic face shields are available for you to wear during sessions
- Restroom soap dispensers are maintained and everyone is encouraged to wash their hands.
- No one is allowed to sit in the waiting room
- We stagger appointment times so there will never be more than 1 client (or 2 in the case of couples' sessions) walking through our waiting room.
- Office staff will NOT be taking payments at the counter. Credit/debit cards will be charged for all transactions and will need to be kept on file.

This agreement supplements the general informed consent/business agreement that we agreed to at the start of your counseling sessions at the Relationship Institute.

Your signature below shows that you agree to these terms and conditions.

I agree to indemnify and hold the Relationship Institute harmless from and against any and all claims, demands, causes of action, losses, damages, fines, penalties, liabilities, costs and expenses arising out of or resulting from my attending therapy sessions in one of their physical offices. I choose to participate in in-office counseling sessions, knowing that teletherapy service is available.

Client Full Name	Client Signature	Date
Client Signature	Date	