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### **INFORMED CONSENT CHECKLIST FOR TELEMEDICINE SERVICES**

Prior to starting video-conferencing services, we discussed and agreed to the following:

- There are potential benefits and risks of video-conferencing (e.g. limits to patient confidentiality) that differ from in-person sessions.
- Confidentiality still applies for Telemedicine services, and nobody will record the session without the permission from the others person(s).
- We agree to use the video-conferencing platform selected for our virtual sessions, and the counselor will explain how to use it.
- You need to use a webcam or smartphone during the session.
- It is important to be in a quiet, private space that is free of distractions (including cell phone or other devices) during the session.
- It is important to use a secure internet connection rather than public/free Wi-Fi.
- For our Autism In-Home program, when staff uses their own, possibly non-secure device, they may need the family's Wi-Fi and password.
- It is important to be on time. If you need to cancel or change your tele-appointment, you must notify the counselor in advance by phone or email.
- We need a back-up plan (e.g., phone number where you can be reached) to restart the session or to reschedule it, in the event of technical problems.
- If you are not an adult, we need the permission of your parent or legal guardian (and their contact information) for you to participate in Telemedicine sessions.
- You should confirm with your insurance company that the video sessions will be reimbursed; if they are not reimbursed, you are responsible for full payment.
- Your counselor or BCBA may determine that due to certain circumstances, Telemedicine is no longer appropriate and that sessions should resume in-person.

I consent to use of Telemedicine as described above.

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Client Name Printed

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Client or Legal Representative Signature

\_\_\_\_\_  
Date