

READMISSION FOR SERVICE - ADULT

Please provide us with any changes in personal information that may have occurred since your last visit with EAP. By completing the following questions, as fully and as accurately as you can, you will facilitate your own therapy/counseling. It is understandable that you might be concerned about what happens to the information about you because much or all of the information is highly personal. Case records are strictly confidential and are protected as specified by law.

Name

Street Address (if different than that on file) City State Zip

Cellular Phone Home Phone Business Phone/Pager

Please indicate where/how you would prefer to be contacted: __Cell __Home __Work __Email

If email, please indicate email address: _____

Have there been any changes in those persons living with you? If so, who currently lives with you?

Person to notify in case of emergency: __Same as that on file __Other; If other provide information below:

Name Relationship

Street Address City State Zip

Cellular Phone Home Phone Business Phone

Email Address: _____

OCCUPATIONAL STATUS

Please indicate any changes in employment since last admission:

Please indicate any additional Education or Special Training you received since last admission:

If you have changed employers , please provide the information requested below:

Current Employer: _____ Phone: _____

Address: _____

Position/Department: _____ Start Date: _____

Job Satisfaction (check one): __High __Medium __Low

Job Performance (check one): __Above Satisfactory __Satisfactory __Below Satisfactory

In order to obtain a full and complete picture of all the things that may be of concern to you, please complete the following checklist.

CHECK any of the boxes of the following concerns that apply to you and rate its severity in the blank at the right, using the following scale:

- 1 = Mildly distressing
- 2 = Moderate
- 3 = Serious
- 4 = Severe
- 5 = Very severely distressing

Example: Marital Stress 3

- | | | |
|---|---|---|
| <input type="checkbox"/> Marital Stress___ | <input type="checkbox"/> Feeling suicidal___ | <input type="checkbox"/> Upset Stomach_____ |
| <input type="checkbox"/> Other Family Problems___ | <input type="checkbox"/> Feeling worthless___ | <input type="checkbox"/> Sweating _____ |
| <input type="checkbox"/> Other Relationship Problems___ | <input type="checkbox"/> Lack of interest/enjoyment___ | <input type="checkbox"/> Lightheaded/Dizzy_____ |
| <input type="checkbox"/> Problems at work/school___ | <input type="checkbox"/> Too Many Drugs___ | <input type="checkbox"/> Too Much Worry_____ |
| <input type="checkbox"/> Health Problems___ | <input type="checkbox"/> Too Much Alcohol___ | <input type="checkbox"/> Too Many Fears_____ |
| <input type="checkbox"/> Financial Problems___ | <input type="checkbox"/> Feel Negative About Future___ | <input type="checkbox"/> Feeling Guilty_____ |
| <input type="checkbox"/> Legal Problems___ | <input type="checkbox"/> Hard to Make Friends___ | <input type="checkbox"/> Feeling Angry/Frustrated_____ |
| <input type="checkbox"/> Sad/Depressed___ | <input type="checkbox"/> Feeling Lonely___ | <input type="checkbox"/> Nightmares_____ |
| <input type="checkbox"/> Loss of Appetite___ | <input type="checkbox"/> Sexual Problems___ | <input type="checkbox"/> Feel Ignored/Abandoned_____ |
| <input type="checkbox"/> Loss of Weight___ | <input type="checkbox"/> Less Energy than Usual___ | <input type="checkbox"/> Too Much Pain _____ |
| <input type="checkbox"/> Gain of Weight___ | <input type="checkbox"/> More Energy than Usual___ | <input type="checkbox"/> Confused_____ |
| <input type="checkbox"/> Difficulty sleeping___ | <input type="checkbox"/> Very Talkative___ | <input type="checkbox"/> Laugh without Reason_____ |
| <input type="checkbox"/> Difficulty concentrating___ | <input type="checkbox"/> Restless/Can't Sit Still___ | <input type="checkbox"/> Memory Problems_____ |
| <input type="checkbox"/> Quick Change of Moods___ | <input type="checkbox"/> Nervous/Tense___ | <input type="checkbox"/> See/Hear Strange Things_____ |
| <input type="checkbox"/> Dwelling on Problems___ | <input type="checkbox"/> Panicky___ | <input type="checkbox"/> Hard to Trust Anyone_____ |
| <input type="checkbox"/> Problems with Breathing___ | <input type="checkbox"/> Shaky/Trembly___ | <input type="checkbox"/> Hot or Cold Spells _____ |
| <input type="checkbox"/> Problems Controlling
My Anger or Urges___ | <input type="checkbox"/> Feeling Others Are Out
to Get Me___ | <input type="checkbox"/> Watched/Talked About
By Others_____ |
| <input type="checkbox"/> Problems Controlling
My Thoughts___ | <input type="checkbox"/> Other_____ | <input type="checkbox"/> Other_____ |

List any other comments or ideas you have that may be helpful to the course of your therapy:

 Signature

 Date

CONSENT TO RECEIVE SERVICES

This will acknowledge and certify that on the date noted below, I requested Employee Assistance Program services. I understand that a treatment program plan will be implemented to meet the goals which have been jointly developed by myself and my counselor/therapist.

I further understand that my records are confidential and are protected by law. In most cases, they may not be released without my prior written consent. I have been apprised that there are some limited exceptions to confidentiality including, but not limited to when (a) a life-threatening situation exists (suicide or homicide); (b) there is a strong suspicion of child abuse occurring in the home; (c) I am involved in a criminal proceeding as a defendant, victim or witness.

I further acknowledge that in order for me to achieve the treatment goals that I have chosen for myself, it will be my responsibility to actively participate in and cooperate with the treatment process. If I am not in agreement with any aspect of the process, I will bring it to the attention of my counselor/therapist. I understand that I am free to withdraw from treatment at any time.

Date

Signature of Client/Parent/Legal Guardian

Date

Signature of Witness