mindhealth

Suite 1, Level 3, 20 Wentworth St.
Parramatta NSW 2150

1300 084 200
mindhealth.com.au

Consent: Observation or Recording

MH-CR-018 | v26.09

For supervision, training and quality review. This consent is entirely voluntary. Declining has no effect on your treatment, and you may stop a recording or an observation at any point during a session, simply by saying so.

WHY WE ASK

Provisional psychologists and clinicians undertaking further training here are supervised by a senior psychologist. **Supervision is a requirement of registration.** One of the ways it is done is for a supervisor to observe a session, or to review a recording of one, because it shows the supervisor what actually happened rather than a summary written afterwards.

WHAT IT MEANS FOR YOU

- Your session may be audio or video recorded, **for supervision only**.
- A supervisor may observe your session, in the room or by secure video.
- Your psychologist and the supervisor are both bound by confidentiality.
- **You may ask who will see a recording**, and you may ask that recording or observation stop at any point during a session.
- Recordings are **never** shared outside the supervision relationship, and are never used for teaching, research, marketing or any other purpose.

Recording or observation does not affect the quality of your treatment, and declining does not either. Your psychologist will not raise it again in the same session if you say no.

HOW A RECORDING IS STORED, AND WHEN IT IS DESTROYED

- **Storage.** Encrypted digital storage, password protected.
- **Who can open it.** The treating psychologist and the named supervisor only.
- **How long it is kept.** Destroyed within 30 days of the supervision session at which it is reviewed.
- **How it is destroyed.** Secure digital deletion from all devices and backups.

A recording is not part of your clinical record and is not kept with it. The written note of the session is kept as normal.

IF YOU WOULD LIKE TO RECORD YOUR OWN SESSION

Some people want a recording of their own session to listen back to. **Talk to your psychologist.** This is usually possible and is agreed session by session. A recording you make is yours and does not form part of your clinical record. We ask that it is not shared publicly, because it contains your psychologist's voice and clinical content as well as your own.

SESSION DETAILS

CLIENT NAME

DATE OF BIRTH

PSYCHOLOGIST

SUPERVISOR

This consent applies to: tick one.

☐ A single session, on the date below

☐ Ongoing until I withdraw it

IF A SINGLE SESSION, THE DATE

© Copyright Mind Health Associates P/L

WHAT YOU ARE AGREEING TO

Tick each one you agree to. You may tick some and not others, or none at all.

- ☐ Audio recorded, for supervision purposes
- ☐ Video recorded, for supervision purposes
- ☐ Observed by a supervising psychologist, in the room or by secure video

I understand that I may decline any or all of the above, and that it will have no effect on my treatment.

You may withdraw this consent at any time. Tell your psychologist, or write to the Practice Director at info@mindhealth.com.au or on 1300 084 200. Withdrawal takes effect from the time we receive it and does not undo anything already done under the consent. **You may also withdraw during a session simply by saying so. Nothing needs to be in writing for that.**

Client, or parent or guardian if under 18

PRINTED NAME	SIGNATURE	DATE

Psychologist or witness

PRINTED NAME	SIGNATURE	DATE

IF SOMETHING GOES WRONG, TELL US

We would rather hear about a problem than not. Please speak with your psychologist directly, or contact our Practice Manager on **1300 084 200** or at **info@mindhealth.com.au**.

Raising a concern will not affect your care. Your appointments, your psychologist and your fees stay as they are.

You can also go to any of these at any time. You do not need to raise it with us first, and you do not need our agreement.

- **Health Care Complaints Commission (NSW)**: 1800 043 159 (toll free in NSW) or (02) 9219 7444 · hccc.nsw.gov.au
- **Psychology Council of New South Wales**: 1300 197 177 · hpca.nsw.gov.au
- **NDIS Quality and Safeguards Commission** (NDIS-funded clients only): 1800 035 544 · ndiscommission.gov.au
- **Office of the Australian Information Commissioner**, for privacy and records: 1300 363 992 · oaic.gov.au
- **Information and Privacy Commission NSW**, for NSW health privacy: 1800 472 679 · ipc.nsw.gov.au

If you would prefer to speak in a language other than English, call the **Translating and Interpreting Service on 131 450** and ask them to connect you. Where you are more comfortable in another language we arrange an interpreter and we pay for it. Our full process is in our Complaints Management Policy, available on request.

IF YOU NEED HELP URGENTLY

This form is not monitored. If you or someone else is in immediate danger, call **000**.

- **Emergency services** 000
- **Lifeline** 13 11 14, 24 hours
- **Suicide Call Back Service** 1300 659 467, 24 hours
- **NSW Mental Health Line** 1800 011 511, 24 hours
- **Beyond Blue** 1300 22 4636, 24 hours
- **Kids Helpline** 1800 55 1800, 24 hours, ages 5 to 25
- **13YARN** 13 92 76, 24 hours, Aboriginal and Torres Strait Islander

The rules we work to. The Code of conduct for psychologists issued by the Psychology Board of Australia, the Australian Privacy Principles under the Privacy Act 1988 (Cth), and the Health Privacy Principles under the Health Records and Information Privacy Act 2002 (NSW). Privacy policy: mindhealth.com.au/privacy-policy

© Copyright Mind Health Associates P/L