



**MANDATORY DISCLOSURE OF INFORMATION**

Name (please print) \_\_\_\_\_ DOB \_\_\_\_\_ MHCD ID# \_\_\_\_\_ Date of Admission \_\_\_\_\_

Colorado law (C.R.S. 12-43-214) requires you to be provided with this disclosure. The name, business address, business telephone number, and the credentials or licenses of your primary clinician are as follows:

Mental Health Center of Denver  
4141 E. Dickenson Place  
Denver, Colorado 80222  
303- 504-6500

Clinician \_\_\_\_\_  
Credentials/Licenses \_\_\_\_\_  
Team/Location \_\_\_\_\_  
Supervisor \_\_\_\_\_

**Regulation of Providers**

The practice of licensed or registered persons in the field of psychotherapy is regulated by the Colorado Department of Regulatory Agencies, Division of Professions and Occupations. The address is 1560 Broadway, Suite 1350, Denver, CO 80202 and the telephone number 303-894-7800. The regulatory requirements that apply to mental health professionals are as follows:

- A Licensed Clinical Social Worker, a Licensed Marriage and Family Therapist, and a Licensed Professional Counselor must hold a master’s degree in their profession and have two years of post-masters supervision.
- A Licensed Social Worker must hold a master’s degree in social work
- A Licensed Psychologist must hold a doctorate degree in psychology and have one year of post-doctoral supervision.
- A Psychologist Candidate, a Marriage and Family Therapist Candidate, and a Licensed Professional Counselor Candidate must hold the necessary licensing degree and be in the process of completing the required supervision for licensure.
- A Certified Addiction Counselor I (CAC I) must be a high school graduate, and complete required training hours and 1000 hours of supervised experience.
- A CAC II must complete additional required training hours and 1000 hours of supervised experience.
- A CAC III must have a bachelor’s degree in behavioral health, and complete additional required training and 2,000 hours of supervised experience.
- A Licensed Addiction Counselor must have a clinical master’s degree and meet the CAC III requirements.
- A Registered Psychotherapist is registered with the State Board of Registered Psychotherapists, is not licensed or certified.

**Confidentiality**

The information provided by you during therapy sessions is legally confidential and cannot be disclosed without your permission. There are some exceptions to this general rule of confidentiality. The exceptions, some of which are listed in C.R.S. 12-43-218, include the following: lawsuits against the clinician or MHCD; complaints, disciplinary proceedings, and reviews of professional conduct; reporting of abuse or neglect of a child, an elder, or an at-risk adult; and duty to warn of serious threat or physical violence to yourself, a specific person other than yourself, or a specific location. Other exceptions will be identified to you as the situations arise during therapy.

**Your Rights**

You are entitled to receive information about the methods of therapy, the techniques used, the duration of therapy (if known), and the fee structure. Please ask if you would like to receive any of this information. You may seek a second opinion from another clinician outside of MHCD, but you will be responsible for the cost and arrangements. You may request a second opinion from another clinician within MHCD, but we are not required to grant your request. You may terminate therapy at any time. If there are issues related to the working relationship with your clinician, we ask that you work together to come up with a solution. The relationship between you and your clinician is a professional relationship. Sexual intimacy is never appropriate in a professional relationship. If sexual intimacy occurs, it should be reported to the Division of Professions and Occupations, whose address and telephone number are provided above.

**Records Retention**

Mental health professionals are required to maintain records of the people they serve, 18 years of age and older, for a period of seven (7) years from the date of termination of services. MHCD will maintain your records for the required period. Under Colorado law (C.R.S. 12-43-224), if you feel we have violated the law regarding maintenance of records, you must file your complaint or other notice with the Division of Professions and Occupations within seven (7) years after you discover or reasonably should have discovered the violation. Please be advised that MHCD may not keep (may destroy) your records after the seven-year period.

**Agreement**

My signature below means I have read the information in this Mandatory Disclosure and understand my rights. A copy of this signed form (including a fax) is as valid as the original. I have a right to receive a copy of the signed form.

Signature of individual or authorized representative \_\_\_\_\_ Date \_\_\_\_\_

Name of authorized representative (please print) \_\_\_\_\_ Relationship \_\_\_\_\_  
*(Legal documentation of the representative’s authority may be required.)*