



Application for Admission

Fax or email completed application with required documentation to

Fax: (607) 273-1277

Scan/email: admissions@carsny.org

Please call with any questions: Office: 607-391-1040, Cell: 607-342-1229

Date of Referral:	_____
Client Name:	_____
Date of Birth:	_____/_____/_____
Mark all that apply:	<input type="checkbox"/> Pregnant <input type="checkbox"/> History of IV Drug Use <input type="checkbox"/> Both

Medical history/physical exam (*within last 6 months*) Date of TB test: _____ Results: _____

Copy of clients MAR

LOCADTR 3.0 Assessment (if no LOCADTR 3.0 is completed, have a LOCADTR consent signed)

PSYCKES Consent

Release of Information for CARS and the Referral Source

Release of Information for CARS and Tompkins County DSS

Release of Information for CARS and the Clients Emergency Contact

Release of Information for CARS and Medicaid Managed Care or Private Insurance

Copy of insurance card and/or Benefit cards (Medicaid, Medicare, Private Insurance)

Court Mandated Treatment? YES _____ NO _____

Copy of Court Mandate Letter Attached? YES _____ NO _____

Have you been on Public Assistance within the past 5 years?

If yes, When? _____ What County? _____

Financial Information:

Medical Coverage:

Medicaid MA # _____

Health Insurance Company: _____
Policy # _____

Self-Pay

Referral Source Information:

Referral Name: _____ Referral Agency: _____

Address: _____

Phone #: _____ Fax #: _____ Email: _____

Client Demographics:

Client Name: _____ DOB: _____

SS#: _____ Gender: _____ Sexual Identity: _____ Ethnicity/Race: _____

Phone #: _____ Current Placement Home Jail Program Other: _____

Emergency Contact Person: _____ Phone #: _____

Substance Use Information:*(Please include alcohol and other drugs including nicotine and caffeine)*

Total # of prior treatment episodes: _____

Substance Use Diagnosis: _____

Substance Used:	Age First Used:	Date of Last Use:	Frequency:	Amount per Day:	Route of Admission:
Primary:					
Secondary:					
Tertiary:					

Mental Health Treatment Information:

Mental Health Diagnosis: _____

Any history or current of: *(If yes to any of the following please elaborate in the comments section)*

	YES	NO	Comments	Last Hospitalization
Suicidal ideation/attempts?				
Homicidal ideation/attempts?				
Anger Rage?				
Physical/emotional/sexual abuse or victimization?				

Medical Information:**Please check YES or NO for the following medical issues:***(If yes to any of the following please elaborate in the comments section)*

	Yes	No	
Diabetes:			Type:
Asthma:			
Eating Disorders:			
COPD:			
Heart/Cardiac:			
High Blood Pressure:			

Nicotine Use:			
Pregnant:			
Allergies:			
Digestion Issues:			
Blood Disorders:			
Liver Disorders:			
Hepatitis C, B, A:			
HIV/AIDS:			
Menstrual Disorders:			
Emphysema:			
Hearing Loss:			
Acute or Chronic Pain:			
Mobility Issues:			<input type="checkbox"/> Wheelchair <input type="checkbox"/> Elevator <input type="checkbox"/> Respiratory Equipment
Infections:			
Scabies:			
Open Wounds:			
MRSA (history/current):			
Visual Impairments:			
Dental Issues:			
Recent Surgeries:			
Cancer History:			Current Status:
History of Medication Assisted Treatment:			When: Medication used:

Please provide:

- Last physical health provider evaluation (from MD, PA, or NP)
- Last mental health provider evaluation

Referral Source Signature: _____ **Date:** _____

Legal Information:

Any history or current of: *(If yes to any of the following please elaborate in the comments section)*

YES NO COMMENTS

Arson?			
Perpetrator of physical/emotional/sexual abuse?			
Stalking?			
Violence?			
Pending charges?			
Court Appearances? (include court name & phone #)			
Legal History? (Arrests, charges, convictions, sentences)			

Probation/Parole Officer _____
 Phone #: _____ Fax # _____

Client Name: _____

Date of Birth: _____

TO BE COMPLETED BY APPLICANT

Please provide all information requested.

What is your primary substance choice? _____

In a 12-month period have you: *(mark all that apply)*

- Taken a substance in larger amounts or over a longer period of time that you had intended
- Had persistent desire or unsuccessful efforts to cut down or control substance use
- Spent a great deal of time in activities necessary to obtain the substance, use substance, or recover from its effects
- Had cravings or strong desire to use the substance
- Had recurrent use resulting in failure to fulfill major role obligations at work, school, home
- Had continued substance use despite having persistent or recurrent social or interpersonal problems
- Given up or reduced important social, occupational, or recreational activities because of substance use
- Had recurrent substance use in situations in which it is physically hazardous
- Continued substance use despite knowledge of having a persistent or recurrent physical or psychological problem that is likely to have been caused or exacerbated by the substance **Define your current tolerance to the substance:**
- A need for markedly increased amounts of the substance to achieve intoxication or desired effect
- A markedly diminished effect with continued use of the same amount of substance **Define withdrawal that is specific to you:**
- Characteristic withdrawal syndrome for the substance
- Use of the substance or closely related substance is taken to relieve or avoid withdrawal symptoms

How has your substance use impacted the following areas of your life:

Employment/Vocation: _____

Education: _____

Financial: _____

Family/Relationships: _____

Social Support: _____

Have you been involved with the criminal justice system? Yes No

Have you violated judicial orders in the past? Yes No

Have you committed crimes while under the influence of substances? Yes No

**CONSENT TO RELEASE OF INFORMATION
CONCERNING ALCOHOLISM/DRUG ABUSE PATIENT
LOCADTR ASSESSMENT**

Patient's Last Name	First	M.I.
Case Number		
Facility	Unit	
Cayuga Addiction Recovery Services	Residential Services Unit	

INSTRUCTIONS:

GIVE A COPY OF THIS FORM TO PATIENT! Prepare one (1) copy for the patient's case record. If this form is to be sent to another agency with a request for information, prepare an additional copy for the patient's case record.

PATIENT'S CONSENT TO DISCLOSE AND OBTAIN PERSONAL IDENTIFYING INFORMATION

EXTENT OF NATURE OF INFORMATION TO BE DISCLOSED OR OBTAINED:

All information necessary to complete a personalized Level of Care for Alcohol and Drug Treatment Referral "LOCADTR" assessment.

PURPOSE OR NATURE FOR DISCLOSURE/RELEASE AND NAME OF ORGANIZATIONS DISCLOSING AND OBTAINING PERSONAL IDENTIFYING INFORMATION:

I consent to the disclosure of confidential information to, and among, the New York State Office of Alcoholism and Substance Abuse Services (OASAS), the OASAS-Certified treatment facility identified above, and Payer / Managed Care Plan _____ of my clinical treatment including information from the OASAS Client Data System (CDS) and my Social Security Number.

I understand that the level of care determination assessment will only be shared with me, the OASAS treatment facility, and Payer / Plan identified above. Unless I have given written permission to share the information with other agencies, programs or payers.

I further understand that non-personal identifying information may be evaluated so that the effectiveness of the LOCADTR assessment tool can be evaluated.

I, the undersigned, have read the above and authorize the New York State Office of Alcoholism and Substance Abuse Services and the staff of the OASAS-certified treatment facility named above to disclose and obtain such information as herein specified.

I understand that this consent may be withdrawn by me in writing at any time except to the extent that action has been taken in reliance upon it. This consent shall expire within six (6) months from its signing, unless a different time period, event or condition is specified below, in which case such time period, event or condition shall apply. I also understand that any disclosure of any identifying information is bound by Title 42 of the Code of Federal Regulations (C.F.R.) Part 2, governing the confidentiality of alcohol and drug abuse patient records, as well as the Health Insurance Portability and Accountability Act of 1996 (HIPAA) 45 C.F.R. §§160 & 164; and that redisclosure of this additional information to a party other than those designated above is forbidden without additional written authorization on my part.

NOTE:

Any information released through this form **MUST** be accompanied by the form **Prohibition on Redisclosure of Information Concerning Alcoholism / Drug Abuse Patient (TRS-1)**

I understand that generally the program may not condition my treatment on whether I sign a consent form, but that in certain limited circumstances I may be denied treatment if I do not sign a consent form. I have received a copy of this form.

(Signature of Patient)

(Signature of Parent/Guardian)

(Print Name of Patient)

(Print Name of Parent/Guardian)

(Date)

(Date)

PSYCKES Consent Form

The Psychiatric Services and Clinical Enhancement System (PSYCKES) is an administrative database maintained by the New York State Office of Mental Health (OMH). It contains health information from the NYS Medicaid claims database, health information from the clinical records of persons who have received care from State operated psychiatric centers, and health information from other NYS health databases. This administrative data includes identifying information (such as name, date of birth), information about health services that have been paid for by Medicaid, and information about a person's health care history (such as treatment for illnesses or injuries a person has had, test results, and lists of medication a person has taken). For an updated list and more information about the NYS health databases in PSYCKES, visit www.psyckes.org and see "About PSYCKES."

The health information in PSYCKES can help your provider provide you with good care. In this Consent Form, you can choose whether or not to give your provider electronic access to your health information that is in PSYCKES. You can give consent or deny consent, and this form may be filled out now or at a later date. **Your choice will not affect your ability to get medical care or health insurance coverage. Your choice to give or to deny consent will not be the basis for denial of health services.**

If you check the "**I give consent**" box below, you are saying "Yes, this provider's staff involved in my care may get access to all of my medical information that is in PSYCKES."

If you check the "**I deny consent**" box below, you are saying "No, this provider may not see or be given access to my medical information through PSYCKES," this does not mean your provider is completely barred from accessing your medical information in any way. For example, if the Medicaid program has a quality concern about your healthcare, then under federal and state regulations your provider may be given access to your data to address the quality concern. There are also exceptions to the confidentiality laws that may permit your provider to obtain necessary information directly from another provider for treatment purposes under state and federal laws and regulations.

Please carefully read the information on the back of this form before making your decision.

Your Consent Choices. You can fill out this form now or in the future. You have two choices:

- I give consent for this provider to access all** of my electronic health information that is in PSYCKES in connection with providing me any health care services.
- I deny consent for this provider to access** my electronic health information that is in PSYCKES; however, I understand that my provider may be able to obtain my information even without my consent for certain limited purposes if specifically authorized by state and federal laws and regulations.

Print Name of Patient

Date of Birth of Patient

Patient's Medicaid ID Number

Signature of Patient or Patient's Legal Representative Date

Print Name of Legal Representative (if applicable)
Patient (if applicable)

Relationship of Legal Representative to
Patient

Signature of Witness

Print Name of Witness

NEW YORK STATE
OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES

**CONSENT FOR RELEASE OF
INFORMATION CONCERNING
ALCOHOLISM/DRUG ABUSE PATIENT**

PATIENT'S LAST NAME	FIRST	M.I.
DATE OF BIRTH		CASE NO.
FACILITY Cayuga Addiction Recovery Services		UNIT Residential Services Unit

INSTRUCTIONS: GIVE A COPY OF THE FORM TO THE PATIENT! Prepare one (1) copy for the Patient's Case Record. If this form is used for billing purposes, prepare an additional copy for the Resource and Reimbursement Agent. If this form is sent to another agency with a request for information, prepare an additional copy for the Patient's Case Record.

[DISCLOSURE] [RELEASE] WITH PATIENT'S CONSENT (Circle One)

<p>EXTENT OR NATURE OF INFORMATION TO BE DISCLOSED/RELEASED <i>Presence in treatment, Diagnosis, participation in individual and/or group therapy, treatment notes, treatment progress, treatment planning, medication records and other information relevant to ongoing treatment and discharge from treatment</i></p>	
<p>PURPOSE OR NEED FOR DISCLOSURE/RELEASE <i>Coordinate and facilitate the client's admission, ongoing treatment, and discharge from Intensive Residential Treatment.</i></p>	
<p>NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION Between: (Referral Source) Name: Facility: Address: Phone: () Fax: ()</p>	<p>NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION And: Facility: Cayuga Addiction Recovery Services Address: 6621 Rt. 227, PO Box 724 Trumansburg, NY 14886 Phone (607)387-6118 Fax (607)387-5793</p>

I, the undersigned, have read the above and authorize the staff of the disclosing/releasing facility named to disclose/release such information as herein contained. I understand that this consent may be withdrawn by me in writing at any time except to the extent that action has been taken in reliance upon it. This consent shall expire six (6) months from its signing, unless a different time period, event or condition is specified below, in which case such time period, event or condition shall apply. I also understand that any disclosure/release is bound by Title 42 of the Code of Federal Regulations governing the confidentiality of alcohol and drug abuse patient records, as well as the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") 45 C.F.R. Pts. 160 & 164; and that redisclosure of this information to a party other than the one designated above is forbidden without additional written authorization on my part.

Time period, event or condition replacing period specified above: _____

NOTE: Any information released through this form will be accompanied by the form prohibition on Redislosure of Information Concerning Alcoholism/Drug Abuse Patient (TRS-1)

I understand that generally the program may not condition my treatment on whether I sign a consent form, but that in certain limited circumstances I may be denied treatment if I do not sign a consent form. I have received a copy of this form, as recognized by my signature below.

(Signature of Patient)

(Print Name of Patient)

(Date)

(Signature of Parent/Guardian, when required)

(Print name of Parent/Guardian)

(Date)

CONSENT FOR RELEASE OF INFORMATION CONCERNING ALCOHOLISM/DRUG ABUSE PATIENT

PATIENT'S LAST NAME	FIRST	M.I.
DATE OF BIRTH		CASE NO.
FACILITY		UNIT
Cayuga Addiction Recovery Services		Residential Services Unit

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[DISCLOSURE]/ [RELEASE] WITH PATIENT'S CONSENT (Circle One)

EXTENT OR NATURE OF INFORMATION TO BE DISCLOSED/RELEASED
Presence in treatment

PURPOSE OR NEED FOR DISCLOSURE/RELEASE
Coordinate payment, benefit certification, and food stamp eligibility determination.

NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION Between: Name: Tompkins County - Facility: Department of Social Services Address: 320 West State Street Ithaca, NY 14850 Phone: (607) 274-5252 Fax: (607)274-5227	NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION And: Facility: Cayuga Addiction Recovery Services Address: 6621 Rt. 227, PO Box 724 Trumansburg, NY 14886 Phone (607)387-6118 Fax : (607)387-5793
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(Signature of Patient)

(Print Name of Patient)

(Date)

(Signature of Parent/Guardian, when required)

(Print name of Parent/Guardian)

(Date)

CONSENT FOR RELEASE OF INFORMATION CONCERNING ALCOHOLISM/DRUG ABUSE PATIENT

PATIENT'S LAST NAME	FIRST	M.I.
DATE OF BIRTH		CASE NO.
FACILITY		UNIT
Cayuga Addiction Recovery Services		Residential Services Unit

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[DISCLOSURE]/ [RELEASE] WITH PATIENT'S CONSENT (Circle One)

EXTENT OR NATURE OF INFORMATION TO BE DISCLOSED/RELEASED
Status in Treatment

PURPOSE OR NEED FOR DISCLOSURE/RELEASE
Coordinate care and/or discharge planning in case of an emergency.

NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION Between: (Emergency Contact) Name: Facility: Address: Phone: () Fax: ()	NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION And: Facility: Cayuga Addiction Recovery Services Address: 6621 Rt. 227, PO Box 724 Trumansburg, NY 14886 Phone (607)398-6118 Fax (607)387-5793
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 (Signature of Patient)

 (Print Name of Patient)

 (Date)

 (Signature of Parent/Guardian, when required)

 (Print name of Parent/Guardian)

 (Date)

CONSENT FOR RELEASE OF INFORMATION CONCERNING ALCOHOLISM/DRUG ABUSE PATIENT

PATIENT'S LAST NAME	FIRST	M.I.
DATE OF BIRTH		CASE NO.
FACILITY Cayuga Addiction Recovery Services		UNIT Residential Services Unit

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[DISCLOSURE]/ [RELEASE] WITH PATIENT'S CONSENT (Circle One)

EXTENT OR NATURE OF INFORMATION TO BE DISCLOSED/RELEASED
Diagnosis, participation in individual and/or group therapy, treatment notes, treatment progress, treatment planning, and other information relevant to ongoing treatment and discharge from treatment.

PURPOSE OR NEED FOR DISCLOSURE/RELEASE
Coordinate payment, benefit certification.

NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION
Between: (Insurance Provider)
Name:
Facility:
Address:
Phone: () **Fax:** ()

NAME OR TITLE OF PERSON OR ORGANIZATION DISCLOSING AND/OR RECEIVING INFORMATION
And:
Facility: Cayuga Addiction Recovery Services
Address: 6621 Rt. 227, PO Box 724
 Trumansburg, NY 14886
Phone (607)398-6118 Fax (607)387-5793

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 (Signature of Patient)

 (Signature of Parent/Guardian, when required)

 (Print Name of Patient)

 (Print name of Parent/Guardian)

Please see the following list for what should and should not be brought for a stay at the Residential Addiction Recovery Center.

Please Bring:

4-7 Days of weather appropriate clothing (You will be responsible for washing your own clothing at CARS, you will be provided detergent)

Shower Caps/Flip Flops

Insurance/ID Cards

MP3 Player/Headphones (if you desire). Your MP3 player must not have internet connectivity capabilities, recording capabilities, picture taking capabilities, storage of photo/video capabilities

Stamps/Envelopes (if you desire)

Items not Allowed:

Personal Hygiene Products of any kind (these will be provided)

Aerosol Cans (hairspray, body spray, etc.)

Products containing alcohol in the ingredients

Baby Powder

Blankets, Pillows, Towels, Stuffed Animals

Cell Phones/Chargers, Cameras, Pagers

Razors, Shavers (Will be provided for you)

Food or Beverages

Hats are not allowed inside the building (Hoods cannot be worn up)

Nail Clippers, Tweezers

Nail Polish, Nail Polish Remover

Q-tips, Cotton Balls

Revealing Clothing/Clothing with Inappropriate Images or Language

Scissors

Weapons (anything that may be interpreted as a weapon), Knives

Pornographic Material

Perfume/Cologne/Scented Oils

Money is not needed and discouraged while in program

Items that will be Destroyed Upon Admission:

Cigarettes/Chewing Tobacco

Lighters/Matches

E-Cigarettes/ E-Cigarette Batteries/E-Juice

Drug Paraphernalia

Loose Medications

Nonprescribed Medications