

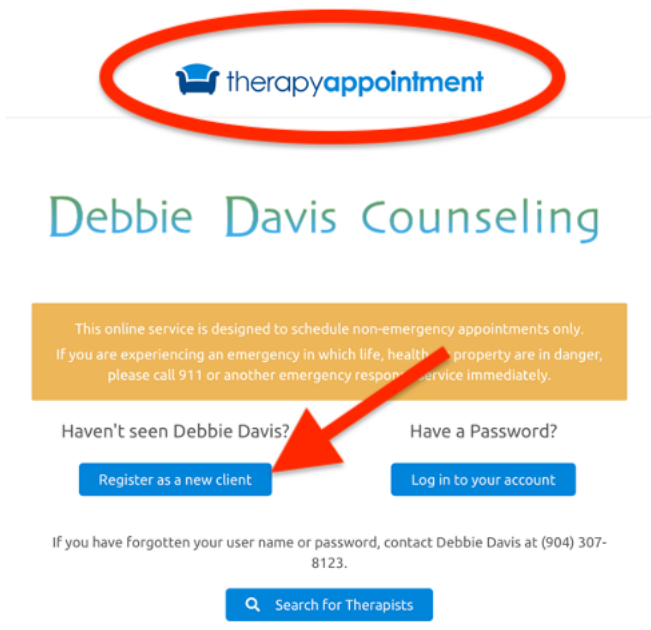
I am moving to an online client database which is more secure and easier to keep current. Please follow the instructions below to complete all necessary paperwork before your next visit. Email Debbie Davis at [ddaviscounseling@gmail.com](mailto:ddaviscounseling@gmail.com) with questions.

Thank you!  
Debbie

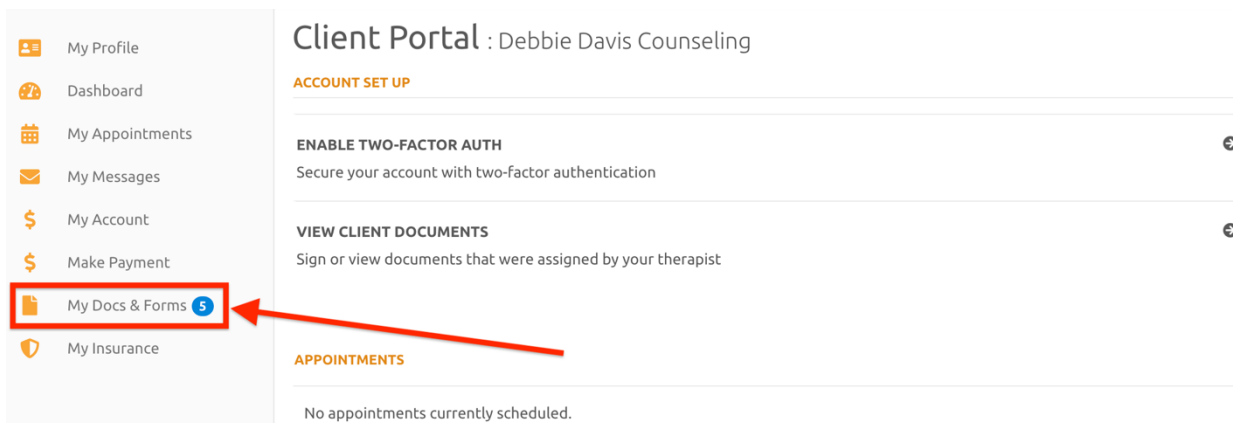
1. Visit my website, [DebbieDavisCounseling.Com](http://DebbieDavisCounseling.Com). Select Forms from the top menu and click on “Click Here to Complete Patient Forms.”



2. You will be redirected to Therapy Appointment, my online forms database - click “Register as a new client” to set up your account and sign forms.



3. Once logged in, click on “My Docs & Forms” on the left side menu



4. Your forms will appear on the screen. Hover your mouse over the first form to begin.

**Documents and Forms**

ONLINE FORMS

Your provider has asked that you complete the following forms online.

Name	Assigned	Provider	Status
<a href="#">Authorization for Electronic Communication</a>	December 7th 2021 10:09 AM	Debbie Davis	Started
<a href="#">Credit/Debit Card Authorization</a>	December 7th 2021 10:09 AM	Debbie Davis	Not Started
<a href="#">GAD-7</a>	December 7th 2021 10:09 AM	Debbie Davis	Not Started
<a href="#">HIPAA Notice of Privacy Practices</a>	December 7th 2021 10:09 AM	Debbie Davis	Not Started
<a href="#">Informed Consent Service Agreement</a>	December 7th 2021 10:09 AM	Debbie Davis	Not Started

PDF DOCUMENTS

No PDF documents are assigned.

5. Please review the forms carefully. To sign you can either draw with your finger on a mobile device, draw with your mouse on a computer, or select “Type” and type in your name

New Signature Field

Draw with your finger or mouse here

Click here to type your name instead

Use your mouse (or, on a touch device, your finger) to draw your signature in the box above.

Erase Type

6. Once you have completed a form click “Send Completed Form to Provider”



7. The form will now show as Completed on your Patient Dashboard

**Documents and Forms**

ONLINE FORMS

Your provider has asked that you complete the following forms online.

Name	Assigned	Provider	Status
<a href="#">Authorization for Electronic Communication</a>	December 7th 2021 8:09 AM	Debbie Davis	Completed
<a href="#">Credit/Debit Card Authorization</a>	December 7th 2021 8:09 AM	Debbie Davis	Not Started
<a href="#">GAD-7</a>	December 7th 2021 8:09 AM	Debbie Davis	Not Started
<a href="#">HIPAA Notice of Privacy Practices</a>	December 7th 2021 8:09 AM	Debbie Davis	Not Started
<a href="#">Informed Consent Service Agreement</a>	December 7th 2021 8:09 AM	Debbie Davis	Not Started

Please complete the process for all your forms before your first visit. Email Debbie Davis at [ddaviscounseling@gmail.com](mailto:ddaviscounseling@gmail.com) with questions.

Thank you!  
Debbie