



## **Protocol for Each Wellness Program**

### **Confidentiality Agreement:**

As a new member, you will have to sign a confidentiality agreement. If you are below **18** years old, you will need your parents to sign on your behalf. This binding agreement will protect the narrative of your story during your session with your therapist.

### **Adult Intake Form:**

As a new member, you will need to fill in an adult intake form, or if you're below **14** years old, your parents will fill this in for you. This form will help your therapist understand your psychological distress history, your education history, your family history, your interests, and what you would like to achieve from the wellness program. Your presenting distress will allow the AJW team to customize the wellness program according to your needs. You must understand that you should be transparent. It is in your interest to be open with your therapist. The more forthcoming/open you are with your therapist, the more they will be able to help you

### **After Care Program:**

After completing the program, every member goes through an After Care Program (ACP). This program will allow your therapist to understand how you are reintegrating back into society. It may run for three months or six months, depending on the program you completed. After completing the ACP, each member will get a digitalized ACP handbook, a certificate of completion, and a wristband.

### **Subscription Model:**

Furthermore, AJW offers a subscription model in which you can get discounts on our various goods and services.



## Protocol for The Release Of Confidential Information

Once you have completed the program, AJW will store your information in our database for seven years. Thereafter our database will delete all your confidential information. But, if you would like your data to be released, you must sign an authorized release form before the confidential information can leave our database. The following are possible reasons you may wish for your data to be released or shared with other parties:

### Academic Testing Results

Behavior Programs

Case Note

Intelligence Testing Results

Entire Record

Personality Profiles

### Psychological Testing Results

Summary Reports

Career Testing Results

Progress Reports

Psychological Reports

Case Review

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