**Introducing your Collaborative Care Team**

This is a template that you can use to introduce your Collaborative Care team to patients. You may combine this with other educational pieces you regularly distribute to patients or create a single document that meets all of your needs.

The template includes placeholders for photographs of your team members and their contact information.

We recommend that you customize this template to meet your clinic’s needs. Below are some suggestions:

* Add other staff as appropriate to your clinical operation (e.g., case managers, clinical psychologists).
* Add team members’ names and pictures.
* Include a brief overview of the approach your clinic uses for behavioral health care.

**Your Collaborative Care Team**

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| You |  | **What is the patient’s role?** You are the most important person on the team! You will get the best care if you participate actively with your primary care provider (PCP) and your care manager (CM). Tell them what is working for you and what is not. Work with your team to track your progress using a simple checklist. Let them know if you have questions or concerns about your care. If you take medication, know what it is and take it as prescribed. |
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| [photo here]First Name, Last Name, Licensure |  | **What is the primary care provider’s role?**The primary care provider oversees all aspects of your care at the clinic. He or she will work closely with the other members of the care team to make sure you get the best care possible. The PCP will make and/or confirm your diagnosis and may write or refill prescriptions for medications. The PCP works closely with your care manager to stay informed about your treatment progress. The PCP may also consult with the team psychiatrist if there are questions about the best treatments for you. |
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| [photo here]First Name, Last Name, Licensure206.555.1212name@domain.com |  | **What is the behavioral health care manager’s role?**The behavioral health care manager (BHCM) works closely with you and the PCP to implement a treatment plan. The BHCM answers questions about your treatment. They will check in with you to keep track of your treatment progress and can help identify side effects if you are taking medications. The PCP and BHCM work together with you if a change in your treatment is needed. The BHCM may also provide counseling or refer you for counseling if that is part of your treatment plan. |
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| [photo here]First Name, Last Name, Licensure |  | **What is the psychiatric consultant’s role?**The psychiatric consultant is an expert consultant to the PCP and the BHCM. This psychiatric provider is available to advise your care team about diagnostic questions or treatment options, especially if you don’t improve with your initial treatment. The BHCM meets and consults regularly with the psychiatric consultant to talk about the progress of patients in the program and to think about treatment options. With your permission, the psychiatric consultant may meet with you in person or via telemedicine to help inform your care. |

