Bard College
Trans Resource Guide
2019-2020
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Rationale

For the purposes of this Guide, the term “trans” is used as an umbrella term for people whose gender identity and/or expression differs from the sex assigned to them at birth. This includes, but is not limited to, individuals who identify as transgender, non-binary, genderqueer, or gender nonconforming.

Bard College is committed to providing a safe and inclusive campus for trans students, faculty, staff, and visitors. The Bard College Trans Resource Guide provides information and resources available at the College as well as in our community.

This Guide includes information regarding housing, name changes, location of gender-inclusive restrooms, and individuals on campus who can provide assistance with college day-to-day life. The goal of this Guide is to improve inclusiveness and accessibility for trans students, faculty, staff, and visitors to Bard College. This Guide will be updated as policies, practices, and facilities change.

If you have any recommendations or suggestions as to what information to include in this Guide, please email the Gender Equity Program Educator, Bella Mazzetti (bmazzett@bard.edu) and/or Beckett Lansbury (beckett.lansbury@gmail.com).
Nondiscrimination Policy

Bard College's Notice of Nondiscrimination covers discrimination and harassment based on gender identity. The full Notice of Nondiscrimination is provided below.

Notice of Nondiscrimination

Bard College is committed to ensuring equal access to its educational programs and equal employment without regard to an individual's sex, gender, race, color, national origin, religion, age, disability, gender identity, sexual orientation, predisposing genetic characteristics, marital status, veteran status, military status, domestic violence victim status, ex-offender status, or any other characteristic protected by federal, state, or local law. Students, employees, applicants, and other members of the Bard College community (including, but not limited to, vendors, visitors, and guests) shall not be subject to discrimination or harassment prohibited by law or otherwise treated adversely based upon a protected characteristic. Similarly, the College will not tolerate harassing, violent, intimidating, or discriminatory conduct by its students, employees, or any other member of, or visitor to, the College community. This includes, without limitation, sexual harassment, sexual assault, sexual violence, dating violence, and domestic violence.

Inquiries or complaints regarding any form of discrimination or harassment may be directed to:

**Kimberly Alexander**  
Director of Human Resources  
Ludlow  
845-758-7516  
kalexand@bard.edu

**Kimberly I. Gould, J.D.**  
Title IX Coordinator  
Gahagan House 201  
845-758-7542  
titleix@bard.edu

**Bethany Nohlgren**  
Dean of Students  
Sottery Hall 105  
845-758-7292  
nohlgren@bard.edu

**David Shein**  
Associate Vice President for Academic Affairs; Dean of Studies; ADA Coordinator  
Barringer House  
845-758-7454  
shein@bard.edu

**Deirdre d’Albertis**  
Dean of the College  
Ludlow 208  
845-758-7421  
dalberti@bard.edu
Inquiries or complaints regarding any form of discrimination or harassment may also be directed to:

Department of Education
Office for Civil Rights (New York Office)
646-428-3800
ocr.newyork@ed.gov
Gender-Based Misconduct Policy At-A-Glance

Bard College and its affiliated programs are committed to providing learning and working environments in which all individuals are safe and free to develop intellectually, professionally, and socially. To that end, the College prohibits the following gender-based misconduct:

- Gender-Based Discrimination
- Sexual Harassment
- Gender-Based Harassment
- Intimate Partner Violence (inclusive of dating violence and domestic violence)
- Retaliation
- Stalking
- Sexual Assault
- Sexual Exploitation

The College’s prohibition of gender-based discrimination and gender-based harassment provide protections to transgender, non-binary, and gender non-conforming individuals, as the Gender-Based Misconduct Policy prohibits discrimination based on gender identity and harassment based on gender identity, gender expression, and gender stereotyping.

The College provides services and support for individuals who have been impacted by gender-based misconduct, as well as accessible, prompt, thorough, and impartial methods of investigation and resolution of incidents of gender-based misconduct. The College will respond to all alleged incidents of gender-based misconduct involving students, faculty, staff, or any other member of the Bard community, reported to have occurred:

- on campus;
- off campus involving members of the Bard community;
- through social media or in other online interactions involving members of the Bard community; or,
- during official Bard programs, regardless of location.

Following a report of gender-based misconduct, the Title IX Coordinator can assist with providing interim measures and accommodations, such as changes in campus housing, changes to academic or work schedules, academic support and assistance, access to counseling and support services, work accommodations, no-contact orders, as well as other services and supports.

The information provided here is an overview. For additional information, please see Bard’s Gender-Based Misconduct Policy, which can be found online at:

https://www.bard.edu/genderequity/policy/
Reporting Options & Assistance

Confidential Resources:
Confidential resources are not required by law or College policy to relay reports of gender-based misconduct to the Bard College Title IX Coordinator. Information provided to the resources listed below will not be disclosed without stated permission, except in extreme circumstances, such as a health or safety emergency.

Bard Campus:
Counseling and Health Services 845.758.7433
Chaplaincy 845.758.7335
Employee Assistance Program 800.272.7255
BRAVE 24/7 (Ask for BRAVE) 845.758.7777

Off Campus Hotlines:
Family Services Rape Crisis Center (Dutchess County) 845.452.7272
Family Services Domestic Violence (Dutchess County) 845.485.5550
LGBTQ Anti-Violence 212.714.1141
RAINN 800.656.4673

Reporting to Bard College (Private, Non-Confidential)
Any member of the community who wishes to file a report of gender-based misconduct with the College may do so by contacting the Title IX Coordinator, who can provide information regarding the College's investigation process, policies, resources, accommodations, institutional rights, reporting to law enforcement, and orders of protection through the court system. Information shared with the Title IX Coordinator will be relayed only as necessary to investigate and/or seek a resolution.

The Title IX Coordinator, Kimberly I. Gould, J.D., may be reached:
by phone (845-758-7542);
by email (titleix@bard.edu); or,
in person at Gahagan House 201

Reports may also be made to Human Resources by phone (845-758-7428) or email (hr@bard.edu).

Any person who feels uncomfortable or otherwise unable to file a complaint through the channels set forth above may make a report via the Misconduct Reporting Line (888-323-4198), which is administered by an external entity hired by the College to receive reports on a non-confidential basis.
Criminal Reporting

Individuals have the right to decide whether to file or decline to file a report with the New York State Police or the local law enforcement agency where the misconduct occurred. Individuals may participate in a criminal process, College process, both, or neither. The Title IX Coordinator and other campus authorities are available to assist individuals in reporting to law enforcement. To file a criminal report, individuals may contact the following, and/or any other appropriate law enforcement agency:

- NYS Police: 845.876.4194
- Red Hook Police Department: 845.758.0060
- NYS Police Campus Sexual Assault Victims Unit: 844.845.7269
Point People

Bard College has established point people in departments and offices across campus, both academic and otherwise, to serve as resources and points of contact to trans students. Point people are available to assist trans/non-binary students in navigating campus systems and connecting to resources. Please feel free to contact anyone listed below for assistance.

<table>
<thead>
<tr>
<th>Amber Billey (she/her/hers)</th>
<th>David Lindholm (he/him/his)</th>
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<tbody>
<tr>
<td>Librarian</td>
<td>Associate Director of Athletics</td>
</tr>
<tr>
<td>Stevenson Library, lower level 005</td>
<td>Stevenson Athletic Center</td>
</tr>
<tr>
<td><a href="mailto:abilley@bard.edu">abilley@bard.edu</a></td>
<td><a href="mailto:dlindholm@bard.edu">dlindholm@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7619</td>
<td>845-802-4246</td>
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<thead>
<tr>
<th>Barbara-Jean Briskey, FNP (she/her/hers)</th>
<th>Kathy McManus (she/her/hers)</th>
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<tbody>
<tr>
<td>Director of Health Services</td>
<td>Director of Operations and Campus Visits</td>
</tr>
<tr>
<td>Health &amp; Counseling Center</td>
<td>Hopson Cottage (1st Floor)</td>
</tr>
<tr>
<td><a href="mailto:briskey@bard.edu">briskey@bard.edu</a></td>
<td>mcm <a href="mailto:anus@bard.edu">anus@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7433</td>
<td>845-758-7472</td>
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<tr>
<th>Zoe Collins (she/her/hers)</th>
<th>Laura MacDonald, PsyD (she/her/hers)</th>
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<tbody>
<tr>
<td>IT Technician</td>
<td>Counselor</td>
</tr>
<tr>
<td>New Henderson 107</td>
<td>Health &amp; Counseling Center</td>
</tr>
<tr>
<td><a href="mailto:collins@bard.edu">collins@bard.edu</a></td>
<td>lmacdo <a href="mailto:na@bard.edu">na@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7856</td>
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<tr>
<th>Deirdre D’Albertis (she/her/hers)</th>
<th>Bethany Nohlgren (she/her/hers)</th>
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<tr>
<td>Dean of College</td>
<td>Dean of Students</td>
</tr>
<tr>
<td>Ludlow 208</td>
<td>Sottery Hall 105</td>
</tr>
<tr>
<td><a href="mailto:dalberti@bard.edu">dalberti@bard.edu</a></td>
<td><a href="mailto:nohlgren@bard.edu">nohlgren@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7421</td>
<td>845-758-7454</td>
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<thead>
<tr>
<th>Kaet Heupel (she/her/hers)</th>
<th>Darnell Pierce (he/him/his)</th>
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<tr>
<td>Assistant Dean of Studies</td>
<td>Director of Residence Life</td>
</tr>
<tr>
<td>Sottery Hall 107</td>
<td>Shea House</td>
</tr>
<tr>
<td><a href="mailto:kheupel@bard.edu">kheupel@bard.edu</a></td>
<td><a href="mailto:dpierce@bard.edu">dpierce@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7421</td>
<td>845-758-7454</td>
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<tr>
<th>Elisabeth Giglio (she/her/hers)</th>
<th>Tyrin Stevenson</th>
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<tbody>
<tr>
<td>Director of Career Development</td>
<td>Community Fitness Programming Coordinator</td>
</tr>
<tr>
<td>Campus Center 201 (2nd floor)</td>
<td>Health and Wellness, Bard College</td>
</tr>
<tr>
<td><a href="mailto:giglio@bard.edu">giglio@bard.edu</a></td>
<td><a href="mailto:tstevenson@bard.edu">tstevenson@bard.edu</a></td>
</tr>
<tr>
<td>845-758-7177</td>
<td>(504) 355-6033</td>
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<tr>
<th>Angela Kozlakowski (she/her/hers)</th>
<th>Mary Grace Williams (she/her/hers)</th>
</tr>
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<tbody>
<tr>
<td>Director of Admission Communications, Student Affairs Liaison</td>
<td>Chaplain of the College, Episcopal Chaplain</td>
</tr>
<tr>
<td>Hopson Cottage (2nd floor)</td>
<td><a href="mailto:marywilliams@bard.edu">marywilliams@bard.edu</a></td>
</tr>
<tr>
<td><a href="mailto:akozlako@bard.edu">akozlako@bard.edu</a></td>
<td>845-758-4775</td>
</tr>
</tbody>
</table>
Name Change Form

If you need to change your name within the College's system, you may do so by utilizing an online form accessible through the QR code or link below. If you have legally changed your name, please see Peter Gadsby in the Registrar’s Office.

**What requesting a name change through the online form will do:**
Your Chosen/Preferred name will be listed on class and residence hall rosters and at the post office. If you choose the options below, it will also change on your Student ID and email.

**What requesting a name change through the online form will not do:**
This process does not constitute a legal name change. A student's legal first name must appear on legal documents, including financial aid and employment records, bursar bills, transcripts, and other legal documents (see Page 15 for a more complete list of documents and records on which legal and preferred/chosen name are used). To change your name in Moodle, you can log in and make the change under settings.

If you are having trouble with the QR link, copy and paste the link below into your internet browser or copy down for later:

https://docs.google.com/forms/d/e/1FAIpQLSeDPODW5icdw1PrSHcpmV4oNRrMOo6L5ZhEsWKIKLNilfepxKw/viewform
Legally Changing Your Name

While it is easy to change your name within Bard College, doing so is not a legal name change. This section will assist with guiding you towards a legal name change within New York State. Please note, the process for changing your name in New York City is different than changing your name in New York State. None of the following information serves as legal advice. If you have more questions, a complicated situation, or more nuanced questions, please seek personal legal advice.

To Change Your Name in New York State
You have to follow a specific procedure in a specific order. You must fill out forms (located below) and taking these forms, in person, to the County Clerk’s office that you live in (for the purposes of this document, we will be using Dutchess County), and pay a fee.

Dutchess County Clerk:  Bradfords Kendall
22 Market Street, Poughkeepsie, NY 12601
(845) 486-2120 | bkendall@dutchessny.gov

You Will Need (prepared ahead of time)...

- A name change petition - must be filled out, signed, and notarized (notaries are available on campus, email Beckett Lansbury at beckett.lansbury@gmail.com for assistance)
- A proposed order - you can find a sample form in the link below or receive one from the local County Clerk’s office
- A Request for Judicial Intervention (see link below)
- Proof of birth - original or certified copy of your birth certificate
- Court fee (currently $210)

For an overview of the process in NY State: nycourts.gov/courthelp/namechange/basics.shtml

Resources

“Know-How: The Trans Person’s Guide to Get or Change All of the Life Documents and Essential Paperwork You’ll Need to Make Your Way in the World” (Ithaca College, Out For Health)
https://issuu.com/outforhealth/docs/know_how_guide_for_trans_people_in
A detailed booklet full of specific steps and how-to’s to help people navigate the process of name changes, as well as changing gender markers, and other identity documents from drivers license to passports.

Transgender Services, Planned Parenthood of the Southern Finger Lakes
https://www.plannedparenthood.org/planned-parenthood-southern-finger-lakes/transgender1
At the bottom of the PPSFL web page is a list of links to templates for the various letters a person may need to use to navigate name and gender marker changes in New York State.
Health Services

The staff at Bard Health Services recognizes the right of all individuals to have their health care needs addressed effectively at the Health Center. The Nurse Practitioners, nurse, and front desk staff have been educated regarding the health needs of transgender individuals. Staff members have attended trans resource conferences and participated in in-services through the Kingston LGBT Center to help improve our practice.

Our referral system includes trans inclusive providers, and through Planned Parenthood, a trans-support specialist who can advocate and assist in all phases of trans care from contemplation, to getting necessary documentation in order, to helping determine and manage insurance services.

Our STI assessment form is routinely updated to reflect cultural shifts in trans-inclusive language.

We assist students new to hormone injections and help them become independent at giving their own injections as needed.

The Bard College insurance broker handles the CDPHP student insurance for students who do not have other plans. We are working to create a comprehensive list of transgender services that are covered under this plan.
Health Services Intake

In the health history form and intake form (see image below), the Health Center asks for a student's chosen name and gender, but not about sexual orientation. However, the Health Center must use the name and sex listed on the student's legal records and documentation.

Upon arrival at Health Services, all patients are asked to complete an Intake Form. This form will ask the patient for their Bard I.D. number and legal name, and ask for the student's chosen name and pronouns. These forms were created with the intention to inform the nurses and counselors of patient information that might not be available on the patient profile, and further allows the patients to focus on their physical and emotional/mental health while at Health Services, and not on how they will be addressed.

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**Bard Student Health Services**

TODAY'S DATE: ________________  DATE OF BIRTH: ______________________

LEGAL NAME: ____________________________  CELL #: ______________________

CHosen NAME: ____________________________  Cell Phone Company________________________

PRONOUN:  □ SHE  □ HE  □ THEY  □ SPECIFY ______________________

INSURANCE Carrier__________________________  Severe Allergies__________________________

Please be aware that HIV testing is available at Health Service. You are responsible for bringing a current insurance card to every visit, unless it is the Bard insurance. HIPAA does not allow us to email results. Please make sure your cell voicemail is set up and the mailbox has room so we can reach you when necessary.
Counseling Services

Bard Counseling Services offers individual, group, and couples counseling to all Bard students. Counseling staff attend regular trainings related to working with the LGBTQ community, and have participated in a variety of LGBTQ consultations, events and panels. In addition, Bard counselors Laura MacDonald, PsyD, and Larry Cerecedes, PhD, have developed expertise in working with members of the LGBTQ community.

Off-Campus Mental Health Providers in the area who specialize in working with trans students include:

**Sarah Jamison, LMSW**  
The Chocolate Factory  
54 Elizabeth Street, Suite 11  
Red Hook NY, 12571  
[www.sjamison.com/](http://www.sjamison.com/)  
sjamisontherapy@gmail.com  
(845) 532-0257

**Sarah Rosenthal, LCSW**  
The Chocolate Factory  
54 Elizabeth Street, Suite 11  
Red Hook NY, 12571  
[www.sarahrosenthaltherapy.com/](http://www.sarahrosenthaltherapy.com/)  
sarah@sarahrosenthaltherapy.com  
(845) 235-4102

**Elijah Nella, LMFT**  
22 Garden Street, Suite 4  
Rhinebeck, NY 12572  
[www.elijahnella.com/](http://www.elijahnella.com/)  
hello@elijahnella.com  
(845) 481-0036

**Sean Endress, LCSW-R**  
Albany or New Paltz locations  
(see website for details)  
[therapists.psychologytoday.com/rms/64396](http://therapists.psychologytoday.com/rms/64396)  
(646) 600-9229
Residence Life and Housing

Bard students are offered many housing accommodation options which are designed to be inclusive of all needs, including those of transgender, gender-nonconforming, and nonbinary students. Specific housing requests are reviewed on a case-by-case basis.

**Gender Inclusive Housing**

Bard’s wide variety of on campus residential communities allow for students of any gender identity and/or sexual orientation the ability to live comfortably with other students of their choice or in a single occupancy room. By default, students are housed according to their compatibility and gender identified on the form. Students can request otherwise in Section 5 of the housing form and can be housed regardless of gender identity. A first year student may also indicate a requested roommate on their profile regardless of gender identity. This option became available for newly admitted students in 2011.

There is a drop down menu for selecting a gender identity on the housing profile, allowing the student to self identify and more ability to define who they are. Additionally, the student will be prompted to select or self identify their pronouns.

All students returning to Bard after their first year participate in an annual room selection process and are able to select their roommate of choice. If a student and a group of friends want to form a suite, they can do so within the confines of the application process. There are four-person and five-person suites which offer single and double occupancy rooms within.

**Residence Hall Restrooms**

Many residence hall bathrooms are stand alone and/or single use facilities allowing for one student to use at a time. This renders them gender inclusive by nature unless the residential community decides to gender the bathrooms by consensus.

Multiple-use restrooms (those including stalls, sinks, and showers) are also gender inclusive unless otherwise determined by the community each academic year. Gender inclusivity is the standard. Bard is actively working on inventorying the signs posted outside of bathrooms to insure that they are compatible as an industry standard.
Registrar

The Registrar’s Office accommodates both legal name changes and chosen name changes. If you have legally changed your name, please see Peter Gadsby in the Registrar’s Office. To request a name change within the College’s system (a “chosen name change”), please use the online form located on page 10 of this guide. The College is currently working on a method to add pronouns to our student database, which would be utilized for class rosters and other records throughout the College.

Chosen names will be utilized wherever possible, however some official documents require utilization of an individual’s legal name.

The Chosen Name will be used for:
- College ID card (if elected)
- Bard email address (if elected)
- Class Rosters and Residence Hall Rosters
- Post Office
- Bard College Public Directories (unless the student has asked that information be blocked)
- Communications (for example, if Bard sends mail to the student at the student’s home address, it will be addressed to the chosen name)
- Diploma

The Legal Name will be used for:
- Office of Financial Aid
- Bursar’s Office
- Federal or State Requests for Information (including tax forms)
- National Student Clearinghouse
- Transcript
- Academic Certifications (of enrollment, good standing, degree completion)
Restrooms

Bard College is committed to providing a campus environment that supports and values all members of our community. One aspect of creating an inclusive environment is providing safe, accessible, and convenient restroom facilities. **Students, staff, faculty, and campus guests should be able to use the bathroom facilities that correspond to their gender identity or utilize facilities that are designated as gender inclusive.**

Below is a list of administrative and academic buildings that have designated gender inclusive or single-stall bathrooms. Bathrooms are single-stall unless otherwise indicated (this list is also a key for a map on the next page):

1. **Admission:** 1st floor
2. **Bito:** 1st floor, backstage
3. **Blum:** 1st floor, 2nd floor
4. **Chapel:** Basement
5. **Campus Center:** 2nd floor (*multi-stall*)
6. **Fisher Center Luma:** Backstage, near dance studios
7. **Fisher Center Sosnoff:** Backstage
8. **Gahagan:** 1st floor, 2nd floor
9. **Hannah Arendt Center (Shea House):**
   - 1st floor, 2nd floor
10. **Health Services:** Main floor
11. **Kline:** New Kline hallway
12. **Library:** 2nd floor computer lab
13. **Ludlow:** Basement and 3rd floor
14. **Manor:** Cafe (1st floor), basement
15. **Henderson Annex:** Main floor
16. **Henderson Computer Center:** 1st floor
17. **Olin:** 2nd floor, 3rd floor (*multi-stall*)
18. **RKC:** 1st floor (near room 115)
19. **Root Cellar:** Main floor
20. **Sottery Hall:** Main floor
21. **Woods Studio:** 1st floor
A gender inclusive lockroom/restroom is located on the bottom floor of the Stevenson Gym.
Connect

Getting Connected and Supported on Campus

Bard College has over 100 student clubs, groups, and organizations on campus; there is a place for everyone to connect with others. These include:

Trans Life Collective
The Trans Life Collective is a student and faculty organization working to create an environment that is accepting and comfortable for individuals of all gender identities. In the past, we have advocated gender inclusive spaces in bathrooms and housing, we were instrumental in adding gender identity and expression to Bard's Anti-Discrimination Policy, we held film screenings, hosted trivia events, panels, and performances/workshops, supported grassroots education via teach-ins, organized a library of books and films for the Bard community, and developed educational materials for students and staff. All are welcome to attend our weekly meetings.

QSO (Queer Student Organization)
A student-run space for queer students to organize, discuss, and unwind. We host weekly meetings in the campus center and a variety of events (movie screenings, bake sales, and collaborations with other clubs on campus to name a few), working towards a goal of both strengthening and supporting the LGBTQ+ community on campus and building bonds with other groups in the Hudson Valley. Allies are welcome, with the condition that they realize their voices will not be centered.

QPOC (Queer People of Color)
This club is a space created to center the lives and experiences of the queer and gender-nonconforming people of color both on Bard's campus and beyond. It's a place for conversation and action. It's a place that recognizes and affirms the lives of those whose lives are too often forgotten and erased. Though it was made intentionally to elevate the voices of QTPOC, allies and accomplices are welcome, but only with the understanding that your voices will not be centered and that you are there to learn and support.

... and more!

Contact information for clubs can be found at:
https://www.bard.edu/campus/departments/studentactivities/clubs/
Off-Campus Medical

Planned Parenthood (locations in Kingston, Poughkeepsie, and Hudson) is a global organization, trusted health care provider, informed educator, passionate advocate, and partner helping similar organizations around the world. Both the Kingston and Poughkeepsie Planned Parenthood locations offer gender-affirming hormone therapy, self-injection training and referrals to legal and medical services. Planned Parenthood operates on an informed consent basis, meaning a patient looking to begin Hormone Replacement Therapy does not need recommendation from a therapist. If an insurance plan does not cover informed consent HRT, payment would have to be made out of pocket. For information, call Mid-Hudson Planned Parenthood (Kingston and Poughkeepsie locations) at (845) 204-4768 or Upper-Hudson Planned Parenthood (Hudson) at (518) 828-4675

Upper-Hudson PP resources:
https://www.plannedparenthood.org/planned-parenthood-mid-hudson-valley/patient-resources

Lower-Hudson PP resources:
https://www.plannedparenthood.org/planned-parenthood-upper-hudson/patient-resources

The Hudson Valley LGBTQ has a huge directory of LGBTQ+ affirming health service providers, offering services from acupuncture to oncology to holistic medicine. See the list of providers by clicking the link below:
http://lgbtqcenter.org/resources/health-directory/

Additional resources:
The World Professional Organization for Trans Health, Inc. (WPATH) is a 501(c)(3) non-profit, interdisciplinary professional and educational organization devoted to transgender health. Professional, supporting, and student members engage in clinical and academic research to develop evidence-based medicine and strive to promote a high quality of care for transgender and gender-nonconforming individuals internationally.
http://www.wpath.org/

Transbucket is a health care and surgery resource for the entire online trans community, utilized by individuals identifying as trans binary, genderqueer, agender, and everyone else who could benefit from exploring the real life experiences collected here.
http://www.transbucket.com/
New York Name Change Laws

To obtain a legal name change in New York, an applicant must submit a petition to the court. The applicant must publish notice at least once in a designated newspaper within 60 days of the court issued name change order. Individuals who have a felony conviction are subject to additional notice requirements. The publication requirement may be waived and the records may be sealed for the applicant’s safety if approved by the court. (N.Y. Civ. Rights Law § 60-65).

Please visit the National Center for Transgender Equality website to learn more about the process for changing your legal name in your home state at http://www.transequality.org/documents

Transgender Legal Defense and Education Fund

"TLDEF is Founded in 2003, Transgender Legal Defense & Education Fund is a 501(c)(3) nonprofit whose mission is to end discrimination and achieve equality for transgender people, particularly those in our most vulnerable communities. Transgender people have been subject to pervasive discrimination that has kept them, with rare exceptions, hidden from public view. While this discrimination has begun to lessen, transgender people still experience much prejudice and violence.

Our strategies include pathbreaking trans rights cases and "friend of the court" briefs regarding the key issues of employment, health care, education and public accommodations. We seek to coordinate with traditional civil rights organizations and other LGBT civil rights organizations. We also provide public education on transgender rights." http://www.transgenderlegal.org/

TLDEF provides free legal name change services to community members through The Name Change Project, which partners with some of the nation's premier law firms and corporate law departments, including Debevoise & Plimpton LLP, Davis Polk & Wardwell LLP, Sullivan & Cromwell LLP, and others. Only available to residents of a select few cities. Learn more at http://tldef.org/work_show.php?id=7
Hotlines

The following are 24/7 hotlines for connecting you to supportive people to talk with at anytime.

**Trevor Project**: Founded in 1998 by the creators of the Academy Award®-winning short film TREVOR, The Trevor Project is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, and questioning (LGBTQ) young people ages 13-24.
**Contact Number**: 866-488-7386

**Trans Lifeline**: We are Trans Lifeline. We provide culturally competent services to Trans and gender nonconforming people in crisis; we work with stakeholders within and without the Trans community to end the plague of Trans suicide; we empower Trans people to help other Trans people in the darkest moments of their lives.
**Contact Number**: 877-565-8860