newlife
COUNSELING CENTER, PLLC

INFORMATION FOR CLIENTS

The purpose of this form is to help you understand several important things about your counselor's professional qualifications, your professional relationship with your counselor, and your rights as a client. Please read all of the information carefully. If there is anything you do not understand, please ask your counselor before signing.

1. Your counselor, Tommy Estes**,** is a graduate student in the Mental Health Counseling Program at B.H. Carroll and is nearing completion of his basic training in professional counseling. He is being supervised in this class by a faculty member of the Counseling Program at B.H. Carroll, as well as New Life's Director of Interns, Angelia Hirsch, LPC. Both supervisors are Licensed Professional Counselors who, like your counselor, will maintain strict confidentiality with regard to your counseling sessions (except as the conditions listed in item #2, may apply).

2. What you say to your counselor will be held in strictest confidence. However, you should understand that there are certain circumstances and conditions under which the content of your counseling sessions may no longer qualify as confidential. Below is a list of some, but not all, of the circumstances under which your counselor may be ethically and/or legally obligated to disclose information about you. Because circumstances vary from individual to individual, it is impossible to provide a complete list of all possible circumstances under which the content of your counseling sessions may no longer be confidential. Please discuss with your counselor any concerns you may have about confidentiality.

a) Your counselor is ethically and legally obligated to disclose information given in confidence if there is reason to believe that you may harm yourself.
b) Your counselor is ethically and legally obligated to disclose information given in confidence if there is reason to believe that you are involved in or have knowledge of child abuse, elderly abuse, or the abuse of anyone who is incapable of protecting his or her own rights.
c) Your counselor can be legally compelled to testify in a court of law to disclose information given in confidence if a judge deems that there is just cause for such testimony. The kinds of legal proceedings which could result in your counselor being compelled to testify include, but are not limited, to worker's compensation hearings, child custody suits, civil suits, and criminal hearings and/or trials.
d) If your counselor is legally compelled to disclose information about you, this disclosure may include both verbal testimony and surrendering to the court any written notes or other records which your counselor and New Life may possess.

3. If you become involved in legal proceedings and need to request information from New Life Counseling Center, it is important you understand the following guidelines:

a) This is a training facility. The services you are receiving are being provided by a student working on her master's degree in counseling. The student-counselor will see clients for one semester, which lasts about 14 weeks. Please keep in mind if you become involved in legal proceedings after the student-counselor completes her coursework, it may be difficult to contact the student-counselor.
b) If you were counseled as part of a couple, both parties must provide written consent for the release of your counseling records.
c) The faculty and site supervisors' primary responsibilities lie in teaching students to become effective

counselors. Having to prepare and provide information for a court case takes away from our primary responsibilities. Therefore, if we become involved, we will assess a charge at triple the rate of Angelia Hirsch's hourly charge of $150.00. This fee will cover services provided in preparing reports, handling relevant telephone conversations, preparing records, traveling to and from court, waiting to testify, and actually testifying in court. The charge for duplicating records is $0.10 per page for standard-size paper copies, not to exceed $25.

4. Your counselor is expected to conduct herself in a manner consistent with the professional and ethical standards of the Texas State Board of Examiners of Professional Counselors. In the event that you are not satisfied with something your counselor is doing, you should immediately discuss your concerns with your counselor. If for any reason you and your counselor cannot resolve your concern, you may contact Angelia Hirsch at 913-287-9505.

5. You and your counselor will explore and discuss issues that are very personal in nature. At times, it may be emotionally difficult for you to examine and work with these issues. Despite the personal nature of the work that you and your counselor do together, it is important for you to understand that you and your counselor have a professional, not a personal, relationship. In order for your counselor to maintain her professional objectivity, the interactions between you and your counselor will be limited to scheduled counseling sessions. Please do not invite your counselor to social gatherings, offer gifts of any kind, or ask your counselor to relate to you in any way outside of your scheduled sessions. You will be best served if your relationship with your counselor remains strictly professional and concentrates exclusively on your concerns.

6. As a client, you have some important responsibilities. Please arrive to appointments on time and attend all scheduled appointments. Being on time is an indication of your own commitment to yourself in counseling. Please remember that by making an appointment, your counselor sets time aside for you. Therefore, any late cancellations or "no shows" not only disrupt your counselor's schedule but are discourteous as well. If some occurrence prevents you from keeping a scheduled appointment, contact your counselor as soon as possible. Should you leave a message for your counselor, be sure to include her name, as well as the day and time of your appointment. Also, at each session, please be prepared to pay your counseling fee of **$45.00 Individuals and $60 for couples/family**.

7. Clients who receive counseling services from student-counselors usually remain in counseling with that student-counselor for one academic semester. Generally speaking, the counseling process is complete when the client is able to handle his or her issues without the counselor's support or intervention. When you think you are ready to end counseling, please feel free to discuss this matter with your counselor. You may also decide to remain in counseling after the student-counselor has completed her semester in the clinic. In this case, you will be assigned to a new student-counselor in the following semester.

8. Should you and the other parent of your child be divorced, you must present custody orders which clearly show that you are a/the managing conservator for your child in order to give consent for treatment. And only biological parents and/or legal guardians are legally allowed to give consent for treatment.

This form consists of 2 pages. You and your student-counselor will sign two copies of this form. One copy will be given to you for your records. The other copy will be retained in your client file at New Life. Your signature means that you read and understand the information contained in this form, and that you have been given a copy of this form for your records.

_____ _____ _____

Client Date Legal Guardian (if client is a minor)

_____ _____

Tommy Estes, Graduate Student Intern Date