



CLINICAL POLICIES AND CONSENT FORM

Counseling is a therapeutic relationship that works in part because of clearly defined rights and responsibilities held by each person. This helps to build a positive relationship between the client and the counselor, allowing them to feel comfortable and safe. We will discuss your goals and all planned interventions throughout our sessions. Please feel free to ask questions at any time.

I am a Licensed Professional Counselor and a Registered Play Therapist. I believe that gaining new insights and perspectives, while challenging debilitating beliefs and perceptions, can help people work toward life goals. I also believe that family history plays a very important role in a person's beliefs and values. I approach counseling using multiple interventions, including the therapeutic aspects of sand, art, and play to address emotional, behavioral, and relational issues. You have the right to inquire about anything regarding your session, including my training and knowledge or why I've chosen the processes or methods for your session. If you feel I'm not the right therapist for you, at any time you can request that I refer you to another therapist.

Benefits and Risks of Counseling:

There are many benefits to participating in counseling such as: resolving concerns, enhancing interpersonal relationships, and developing a better understanding of personal goals and values. However, working through issues can lead to discomforts, as well as relationship changes that may not be originally intended. The greatest risk of counseling is that it may not, by itself, resolve your concerns. You may also experience discomfort such as anger, depression, or frustration during your treatment as you remember and resolve unpleasant events. I encourage you to notify me of any changes in your condition.

Working with minors:

I enjoy working with children of all ages. I will do everything in my power to communicate to them how much I truly value them and the time we spend together. Part of building rapport with all clients includes creating a level of trust. While I recognize that minors are under 18 years of age, I try to honor them with the same level of confidentiality I offer my adult clients. For parents, this means trusting that while I may not provide you with the details of my counseling sessions with your child, I promise to tell you the things you'll need to know. If counseling is for a minor, the first session includes the parents/guardians only.



Children of Divorce:

It is required by the Texas State Licensing Board that LPC's keep a copy of the current divorce decree on file stating who has the authority for making mental health decisions for a minor. It will be necessary to provide this to the counselor before your first session.

Confidentiality

Counselors have a responsibility to safeguard information obtained during treatment. The information presented during therapy is confidential. However, please be advised that information contained in your mental health care records will be provided to medical and legal authorities, as allowed under Texas State Law, for your protection and the protection of others. In some cases, your file may be subject to a court subpoena. In addition, if your treatment is paid for by insurance reimbursement, the insurance company has a right to review your mental health care record. Therefore, in certain situations, as a mental health professional, I am required by law to reveal information obtained during your sessions to other persons or agencies without your permission.

1. A mental health professional is required to report suspected child abuse or neglect and to report suspected abuse of the disabled or elderly.
2. A mental health professional may disclose information to law enforcement personnel in order to protect you or others when there is a probability of imminent physical injury. I may be required to disclose information to law enforcement personnel in order to protect you when there is a probability of immediate mental or emotional injury.
3. A mental health professional may be required by the court to disclose treatment information in proceedings affecting the parent-child relationship.
4. A mental health professional may disclose confidential information in proceedings brought by a client against a professional.
5. There is no confidentiality of mental health information in connection with criminal proceedings, except communications by a person voluntarily involved in a substance abuse program.
6. In the treatment of a minor client, a mental health professional may advise a parent, managing conservator or guardian of a minor with or without minor's consent, of the treatment needed by or given to the minor.



Court Related Fees

I would like to discourage all clients from involving me in court cases. If I am subpoenaed or my records are subpoenaed by a client or former client, that person is responsible for all court-related fees. I also charge an \$800 retainer fee and \$200 per hour for preparation and testimony.

Insurance

In order to ensure confidentiality, I do not accept insurance or file insurance claims for you. However, I will provide a written statement at your request so you may seek reimbursement from your insurance company.

Rates

All fees are due at the beginning of each session. I accept cash, checks or PayPal for payment. My rates are \$100 per 50 minute session and \$120 per 90 minute session.

Appointments

All counseling sessions are by appointment only. If you need to cancel or reschedule a session, please notify me at least 24 hours in advance, so your time can be filled with another client. Clients who do not notify me within 24 hours of canceling an appointment will be billed for the session.

Records:

All records are kept at Among the Trees, PLLC. In the case that I am rendered unable to practice due to severe illness or death, all client records will become the custody of Amy Hutchinson, MA, LPC who can be reached at: Olive Branch Counseling and Training, 31320 I-10, Boerne, TX 7800.

Complaints:

An individual who wishes to file a complaint against a Licensed Professional Counselor may write to:

Complaints Management and Investigative Section
P.O. Box 141369
Austin, Texas 78714-1369

Other:

Our office is on our home property, please respect our neighborhood community by driving slow and courteous to and from your appointment. Our neighbors and families walk for



exercise and we have an abundance of whitetail deer living here. There are no sidewalks and the street lighting is poor.

I UNDERSTAND AND ACCEPT THE CLINICAL POLICIES AND RATES:

Client/Parent/Guardian Signature

Date

Licensed Professional Counselor

Date