

INFORMATION AND GUIDELINES FOR NEW CLIENTS

I am pleased you have selected me as your counselor. This document is to inform you about my background and to ensure that we agree on some basic guidelines.

MY ACADEMIC CREDENTIALS: I have a Bachelor's degree in Nursing (1970) from Goshen College in Indiana and a Master's degree in Counseling (1991) from Albertson College of Idaho. I am a Licensed Clinical Professional Counselor and also a Licensed Marriage and Family Therapist, which means I have met the State of Idaho's required standards in education, training, and experience. I am also licensed as a Registered Nurse.

MY COMMITMENT: I am committed to providing caring and compassionate counseling for you and will give you my full attention and energy when we are working together. If I feel I am no longer able to be of professional assistance to you, I will suggest terminating our relationship. I will also suggest an alternative counselor if I feel you need further counseling.

WHAT I EXPECT: Counseling takes a two way effort entailing mutual respect, responsibility and consideration. It is your responsibility to help me understand your life situation, thoughts, and feelings. Counseling will be most successful if you complete homework, and if you are willing to take risks and make changes. Please provide me with feedback in order that you will get your counseling needs met.

CONFIDENTIALITY: I will keep confidential anything you say to me, with the following exceptions, as mandated by law: (a) You authorize me to tell someone else; (b) I determine you are a danger to yourself or others; (c) I am ordered by a court to disclose information; (d) If there is reasonable cause for me to believe that a child under the age of 18 years or an adult over the age of 65 is suffering physical or emotional injury as a result of abuse or neglect. Starting in April, 2003, a new law, named HIPAA, established greater safeguards for patient privacy. You can access the HIPAA rules at www.hhs.gov/ocr/hipaa. I also have a document for your review that describes in more detail how the HIPAA rules of privacy are applied in my practice.

THERAPY TIMETABLE: I accept clients into my practice who I believe have the capacity to resolve their problems with my assistance. You may need several sessions or many months of counseling. While I cannot guarantee any specific results, together we can work to achieve the best possible results for you. You are free to end counseling at any point. However, I am hopeful you will not choose to end our relationship because of the temporary pain and hard work involved in change and personal growth.

APPOINTMENTS: In the event that you will not be able to keep an appointment, please notify me 24 hours in advance if at all possible. Otherwise you are responsible to pay for the missed session. If I have need to change or cancel an appointment with you, I will make every effort to give you ample notice. I consider your time as important as mine

MENTAL HEALTH EMERGENCIES: I check my messages several times a day Monday through Friday, 9 a.m. to 5 p.m., and try to return your call as promptly as possible. If you find yourself needing mental health services immediately or when I am unavailable, please contact your primary physician or go to the local emergency room. For mental health emergencies DIAL 911.

Other mental health resources within Boise are as follows:

1. St. Alphonsus Regional Medical Center
1055 N. Curtis Rd.
Boise, ID 83706
367-3221
2. Intermountain Hospital
303 Allumbaugh
Boise, ID 83704
377-8400
3. Women's Crisis Center
WCA Women's and Children's Alliance
720 W. Washington
Boise, ID 83702
343-7025
(WCA offers assistance to women who are victims of domestic violence.)