

Practice Policies

Mindful Island Counseling

452 Folly Rd.

Charleston, SC 29412

843-989-9089

PRACTICE POLICIES

APPOINTMENTS AND CANCELLATIONS Please remember to cancel or reschedule 24 hours in advance. Cancellations and re-scheduled session will be subject to the \$50 cancelation fee if NOT RECEIVED AT LEAST 24 HOURS IN ADVANCE. This is necessary because a time commitment is made to you and is held exclusively for you. If you are late for a session, you may lose some of that session time.

A \$10.00 service charge will be charged for any checks returned for any reason for special handling.

TELEPHONE ACCESSIBILITY If you need to contact me between sessions, please leave a message on my voice mail. I am often not immediately available as I am in sessions with other clients; however, I will attempt to return your call in a timely manner. Please note that Face- to-face sessions are highly preferable to phone sessions. However, in the event that you are out of town (but within SC), sick or need additional support, phone sessions and telehealth sessions are available. If a true emergency situation arises, please call 911, visit the nearest emergency room or utilize the safety numbers provided within the informed consent documents

SOCIAL MEDIA AND TELECOMMUNICATION

Due to the importance of your confidentiality and the importance of minimizing dual relationships, I do not accept friend or contact requests from current or former clients on any social networking site (Facebook, LinkedIn, etc). I believe that adding clients as friends or contacts on these sites can compromise your confidentiality and our respective privacy. It may also blur the boundaries of our therapeutic relationship. If you have questions about this, please bring them up when we meet and we can talk more about it.

ELECTRONIC COMMUNICATION I cannot ensure the confidentiality of any form of communication through electronic media, including text messages. If you prefer to communicate via email or text messaging for issues regarding scheduling or cancellations, I will do so. While I may try to return messages in a timely manner, I cannot guarantee immediate response and insist that you do not use these methods of communication to discuss therapeutic content and/or request assistance for emergencies.

MINORS

If you are a minor, your parents may be legally entitled to some information about your therapy. I will discuss with you and your parents what information is appropriate for them to receive and which issues are more appropriately kept confidential.

TERMINATION

Ending relationships can be difficult. Therefore, it is important to have a termination process in order to achieve some closure. The appropriate length of the termination depends on the length and intensity of the treatment. I may terminate treatment after appropriate discussion with you and a termination process if I determine that the psychotherapy is not being effectively used or if you are in default on payment. I will not terminate the therapeutic relationship without first discussing and exploring the reasons and purpose of terminating. If therapy is terminated for any reason or you request another therapist, I will provide you with a list of qualified psychotherapists to treat you. You may also choose someone on your own or from another referral source.

Should you fail to schedule an appointment for 30 consecutive days unless other arrangements have been made in advance, for legal and ethical reasons, I must consider the professional relationship discontinued.

COVID 19 POLICIES

At this time due to Covid-19 the following policies are in place for in person sessions:

Masks must be worn by therapist and client at all times - no exceptions.

You must notify me when you arrive for your session via email or text message and I will come to the door to escort you into the office to minimize contact.

If the client or anyone the client resides with has had a fever of 100 degrees or higher in the last 24 hours, the session must be rescheduled or conducted over telehealth.

If a client or anyone who resides with them has come into contact with a person who is known, or suspected to have a diagnosis of COVID 19 any time within the last 14 days, sessions must be rescheduled or conducted over telehealth.

BY CLICKING ON THE CHECKBOX BELOW I AM AGREEING THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.