****

**Christian Ministry**

**&**

**Crosspoint Christian Services**

**1414 Pennsylvania Ave, Bethlehem, PA 18018**

**6235 Hamilton Blvd., Suite 101, Allentown, PA 18106**

**Phone: 484-515-8753**

[**crosspointserviceslv@gmail.com**](mailto:crosspointserviceslv@gmail.com)

[**thevineministrylv@gmail.com**](mailto:thevineministrylv@gmail.com)

**Website**

[**www.Crosspointchristianservices.org**](http://www.Crosspointchristianservices.org)

**www.thevinechristianministry.org**

**INFORMED CONSENT FORM**

**>>>>>PLEASE READ AND RETAIN THIS DOCUMENT FOR YOUR RECORDS<<<<<**

**CONFIDENTIALITY**

**All clients have a right to confidentiality. This includes all verbal, written and recorded data concerning your counseling, and may not be released without your written consent.**

**Limitations to these rights are: 1) I have a legal duty to warn and protect persons threatening harm to them self or others; 2) I have a legal duty to report to proper authorities any knowledge of abuse to children and vulnerable adults; 3) I have to comply with federal/state laws regarding court ordered subpoenas/court testimony; 4) I may have to send reports to your insurance company if requested associated with counseling.**

**Supervision of our Ministry is provided by our Mission Council if issues arise your case may be discussed by our staff with our Mission Council, all names and identifying information will be withheld to ensure confidentiality, but we reserve the right to discuss if there is a need to ensure the integrity of our mission and services to the community.**

Legal Disclaimer

Crosspoint Christian Services has a parent company of The Vine Christian Ministry established in 2016. The Vine Christian Ministry is a 501c3, and has a Mission Council to conduct the business of the organization, according to its statement of faith and bylaws. The Vine Christian Ministry is approved by the state of Pennsylvania to do business as Crosspoint Christian Services established in 2019.

APPOINTMENTS: Your scheduled office appointment is a time specifically set aside for you. If you are unable to keep an appointment, please notify the office at least 24 hours in advance of the time of the appointment.

FEES: The standard donation for an hour counseling session or consult is $45.00. The Premarital/Marital counseling standard donation for an hour counseling session or consult is $45.00. Donations for counseling services should be in cash, or money order, or online made payable to The Vine Christian Ministry or Crosspoint Christian Services. Standard donations for a counseling session or consult are due at the time of service. Each counseling session is scheduled for an hour time slot, if sessions run longer, they will be billed in 15 minute increments, at $11.25 for each 15 minutes past the scheduled hour counseling session. The staff may continue with the session, and you will be billed accordingly to this policy. If the donation is not met in full for services, the staff reserves the right not to meet with you until your donation is paid in full. This will be up to the discretion of the staff member. Staff members reserve the right to discontinue services for any reason that they deem appropriate for their own safety and integrity of their services, and their reputation upholding the doctrine of The Vine Christian Ministry and Crosspoint Christian Services.

BILLING: As all our funding is considered donations to the ministry, we will bill our clients through the PAYPAL system, by your email. This assists with our end of year reporting, so you will receive a tax deduction letter by email by Jan 31 for tax season. Any funds given to staff should be recorded in a receipt book, and a receipt provided to our clients. We greatly appreciate your donations to our ministry; this helps us to provide ongoing low-cost Christian services to our community.

TERMINATION: Your care and counseling with us is strictly voluntary and may be terminated at your discretion. However, it is important that we discuss any decision to prematurely stop counseling. Normally, as counseling comes to the end, a final session will be scheduled.

Pastor Andy’s

CREDENTIALS / FORMAL EDUCATION:

• Mission Pastor of The Vine Christian Ministry (2016)

• Pastor – Salem UMC, Zionsville, PA for 2 years: (7/14-9/16)

Pastoral Counselor at Crosspoint Wesleyan Church (2017-Present)

• B.S. in Psychology (Kutztown University of PA, 12/2004)

• M.A. in Human Services & Counseling (05/2011, Liberty University)

M.A.T.S. in Theology (07/2017, Liberty University Baptist Seminary)

CREDENTIALS / FORMAL EDUCATION: (continued)

* - PA Child Welfare Professional Certification
* - Family Group Decision Making Coordinator & Facilitator
* - Safe Crisis Management Trainer
* - Specialized Parenting Specialist
* - Trained Trauma Art Narrative Therapist
* - Licensed by The Wesleyan Church as a Commissioned Pastoral Counselor
* - Board Certified Pastoral Counselor
* - Board Certified Christian Counselor
* - Ordained by the National Association of Christian Ministers
* - Member of the National Association of Christian Counselors
* -Certified Clinical Trauma Specialist – Individuals

ORIENTATION AND COUNSELING METHODS: The type of counseling we employ is called, “Pastoral Counseling.” Pastoral Counseling utilized in practice is defined as: “Short-term counseling carried out by Clergy who have training in both pastoral care and counseling, typically to assist individuals having difficulty with spiritual/religious concerns, normal life transitions, emotional or relational crises, guilt, abuse, addictions, low self-esteem, grief and bereavement, premarital/marital matters, and other pastoral care issues.” As a Pastoral Counselor, we use religious and spiritual resources and psychological understanding to help people achieve relief of symptoms, resolution of problems, restoration of relationships, and improved personal spiritual/mental health and well-being.

We appreciate and take seriously the nature of life (body, mind, and spirit) and health care. This means we recognize the scope and limitations of Pastoral Counseling and refer persons to other health care providers when necessary or advisable to promote the best possible outcome for the client. Further, it means that we accept as valid, the professional opinions/evaluations rendered by other health care providers in cases where their knowledge and expertise in each situation exceeds ours. In sum, we subscribe to a “teamwork approach” to client health care where the contributions of each relevant health care provider are valued and integrated into the client’s overall treatment plan.

Specific Counseling Methods: The counseling methods we use in Pastoral Counseling vary depending on individual circumstances, but primarily include the use of restorative principles and techniques from the domain of religion and spirituality (such as prayer, fasting, forgiveness, reconciliation, scripture, and the use of parable and story illustrations, to name a few examples). We also use guided “insight-oriented” pastoral questioning to help people to discover or recognize the impact of their choices on their situation, and how their choices ultimately affect their outcomes. In addition, we may use various questionnaires or inventories to help to assess your unique situation.

We may also refer clients to helpful audio-visual educational resources.

Psychological Test Disclaimer: Psychological self-tests, questionnaires, and inventories provided are intended for educational purposes only and should not be understood to constitute any type of diagnosis or healthcare recommendation. Psychological self-tests provided are not intended to replace, nor are they a substitute in any way for a formal psychiatric evaluation. For a diagnosis, you need to contact a licensed mental health or medical health care professional. Decisions about one’s life or career choices should not be based solely on the results of any one test. The test-taker is advised to consider the results of self-tests provided as only one piece of information that should be integrated with other sound medical, psychological, mental health, or spiritual care sources of information.

The Vine Christian Ministry / Crosspoint Christian Services and its staff shall have no liability for claims by, or damages of any kind whatsoever to, a test-taker or any other person for a decision or action taken in reliance on the information contained in the test or its interpretation or summary report. Such damages include, without limitation, direct, indirect, special, incidental or consequential damages. YOUR USE OF ANY PSYCHOLOGICAL TEST, QUESTIONAIRE, OR INVENTORY PROVIDED BY THE VINE CHRISTIAN MINISRTY CONSTITUTES YOUR AGREEMENT TO THE PROVISIONS OF THIS DISCLAIMER.

Counseling Format (In Person or Online): Individual, couple or family sessions, online or in person, may be scheduled. During the initial counseling session, we will define the counseling goal(s), and determine a specific number of sessions to address these goals. Normally, after 8 sessions we will review the treatment goals and decrease the level of services. Services should not be extended past 6 months, due to the nature of the interventions and the scope of limitations of Pastoral Counseling services. Exceptions to this policy may be granted for unusual circumstances, on a case-by-case basis. If symptoms worsen sessions may be increased in duration, frequency and length of time to address the treatment plan goals, with the permission of the client.

During the last counseling session, client progress and referral options are discussed, and counseling is terminated. Any questions you have about the procedure or process are always valid. In addition, you always have the right to decline participation in, or the use of, certain therapeutic techniques. We do counsel minors with parental consent. We do also keep current with developments in the field.

Risks and Benefits of Counseling: As with any therapeutic intervention, there are both benefits and risks associated with counseling. Risks might include experiencing uncomfortable levels of feelings like sadness, guilt, anxiety, anger or frustration, or relational difficulties with other people.

Some changes may seem at first to lead to worsening circumstances, but over time, with consistent responses, improvement should be experienced. Benefits of counseling might include improved personal spiritual/mental health and well-being, improvement in interpersonal relationships, and greater depth of understanding of one’s unique spiritual identity/calling and responsibility as a child of God.

Emergency Services: As a Pastoral Counselor, we are concerned with and care about any emergencies you might have which would require immediate attention at times when we are not present or available to assist you. We are normally available by appointment only and therefore not set up to handle emergency services outside of a scheduled appointment. In the event you have an emergency that cannot wait until your next scheduled appointment, or until an appointment can be scheduled, please dial 9-1-1 or call the emergency room closest to you for assistance or contact your local community crisis center listed in your telephone directory. In addition, you may contact the Crisis Center of Lehigh County by calling (610) 782-3127 or by visiting their Web site to receive free crisis counseling along with useful information and referral 24 hours a day, 365 days a year.

Vacation, Illness, Unavoidable Absences:

From time to time, your counselor may be out of contact due to such things as continuing education seminars, vacations, family emergencies, personal illness, or other ministerial or teaching responsibilities, etc. Because Pastoral Counseling is a uniquely personal ministry, you should know that on those occasions that require us to be unavailable to you (due to reasons already mentioned above) counseling may be briefly interrupted. We will attempt to give you adequate advanced notice when possible. In the event that an emergency arises while we are unavailable, please dial 9-1-1 or call the emergency room closest to you for assistance or contact your local community crisis center listed in your telephone directory. In addition, you may contact the Crisis Center of Lehigh County by calling (610) 782-3127 or by visiting their Web site to receive free crisis counseling along with useful information and referral 24 hours a day, 365 days a year.

Pastoral Counseling/Guidance/Services Disclaimer

Pastoral counseling/guidance/services offered by The Vine Christian Ministry/Crosspoint Christian Services and/or the respective staffs, in any form, are intended for educational or spiritual purposes only and should not be understood to constitute any type of diagnosis or healthcare recommendation. Furthermore, pastoral counseling/guidance/services offered are not intended to replace or substitute in any way for a formal evaluation by a licensed, qualified medical or mental health care provider. The Vine Christian Ministry / Crosspoint Christian Services and their respective staff shall have no liability for claims by, or damages of any kind whatsoever to, the individual receiving pastoral counseling/guidance/services or any other person for a decision or action taken in reliance on said information or services. Such damages include, without limitation, direct, indirect, special, incidental or consequential damages.

Individuals receiving pastoral counseling/guidance/services are advised to consider such counseling/guidance/services as only one source of useful information/assistance to be integrated with other sound medical, psychological, mental health, or spiritual such sources deemed appropriate by the individual.

Internet-based Service Disclaimer

Internet-based services are subject to occasional interruptions due to technical or consequential difficulties such as computer or server malfunctions, telephone service interruptions, utility service interruptions, etc. We promise to make a reasonable effort to provide the service requested in the timeliest manner possible. If necessary, we will use alternate communication methods (phone, or U.S. mail) to provide our service response when Internet-based technology fails. It is your responsibility to provide complete and accurate information on the Client Intake and Informed Consent forms so our staff can reach you by telephone, email, or U.S. mail when necessary. Maximum liability is limited to the fees actually paid by you for our services. Any person requesting our services therefore agrees that both The Vine Christian Ministry/ Crosspoint Christian Services, and their respective staffs will not be held liable for any special, incidental, indirect, or consequential damages or loss arising from the use or inability to use any and all of the professional services we offer.

Grievance Procedure for Counseling Services: If you are dissatisfied with any aspect of our work, please inform us immediately. This will make our work together more efficient and effective. If you think you have been treated unfairly or unethically, by us and cannot resolve this problem with the counselor/staff directly, you may write to the board of, The Vine Christian Ministry/ Crosspoint Christian Services, to lodge a complaint, or to receive clarification of your rights and responsibilities as outlined in this “Informed Consent Form.”

Any complaints will be handled by our Mission Council by notifying them at:

thevineministrylv@gmail.com or crosspointserviceslv@gmail.com

OR MAIL TO: The Vine Christian Ministry Council / Crosspoint Christian Services Council at 1461 Grace St., Allentown, PA 18103

THIS IS NOT A CONFIDENTIAL EMAIL, PLEASE BE NOTIFIED!

CLIENT NOTIFICATION OF PRIVACY RIGHTS

The Health Insurance Portability and Accountability Act (HIPAA) has created new patient protections around the use of protected health information. Commonly referred to as the “medical records privacy Law”, HIPAA provides patient protections related to the electronic transmission of data, the keeping and use of patient records, and storage and access to health care records. HIPAA also applies to mental health client care.

By law, we are required to secure your signature indicating you understand this Client Notification of Privacy Rights. If you have any questions about any of the matters discussed above, please do not hesitate to ask us for further clarification.

- I have read and understood the Client Notification of Privacy Rights section above.

- I have read, understood, and received a copy of this “Informed Consent Form” including the “Psychological Test Disclaimer,” the “Pastoral Counseling/Guidance/Services Disclaimer,” and the “Internet-based Service Disclaimer” sections above and agree to abide by these guidelines and terms of condition.

- CLIENT’S AGREES THAT THEIR SIGNATURE BELOW IS LEGAL TO GIVE INFORMED CONSENT

Client Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLEASE EMAIL THIS COMPLETED INFORMED CONSENT FORM TO: [thevineministrylv@gmail.com](mailto:thevineministrylv@gmail.com) or [crosspointserviceslv@gmail.com](mailto:crosspointserviceslv@gmail.com)

OR MAIL TO: The Vine Christian Ministry Council / Crosspoint Christian Services Council at 1461 Grace St., Allentown, PA 18103