

**Informed Consent and Practice Policies**

Welcome to Strength in Resilience Counseling LLC, and thank you for choosing us to help you reach your goals. This document contains important information about the professional services offered, and business policies. When you sign this document, it represents an agreement.

**Counseling process:** Counseling is a collaborative and interactive process between the therapist and the client. It is strongly encouraged that you are an active participant in the counseling process: taking notes, doing any outside assignments, bringing material to be processed in to the counseling room. Your therapist will work with you to outline your unique goals in a treatment plan, and will discuss with you our working understanding of the problem and therapeutic objectives.

**If** **you participate in couples or family therapy, we adhere to a “no secrets” policy. This means that we do not keep information obtained in individual conversations from the other partner, if the revealed information in some way violates the integrity of the therapy**. **This includes information divulged in person, over the phone/video, or by email.**

Counseling sessions range in length from 45-50 minutes.

**Potential Risks and Benefits:** Psychotherapy is a process in which we will discuss a myriad of issues, events, experiences, and memories for the purpose of creating positive change. It provides an opportunity to more deeply understand oneself, as well as any problems or difficulties you may be experiencing. Psychotherapy is a joint effort between both client and therapist. Progress and success may vary depending on many factors. Benefits require substantial effort on your part, including active participation in the therapeutic process, honesty with your therapist and yourself, and willingness to change feelings, thoughts, and behaviors. There is no guarantee therapy will yield the desired benefits. However, benefits are more likely to occur if clients make a good faith effort in therapy.

Participating in therapy may also involve some discomfort, including remembering and discussing unpleasant or traumatic events, feelings and experiences. The process may evoke strong feelings of sadness, anger, fear, anxiety, etc. There may be times in which we will challenge your perceptions and assumptions and offer different perspectives. The issues presented by you may result in unintended outcomes, including changes in personal relationships. Sometimes, a decision that is positive for one family member, is viewed quite differently by another. You should be aware that any decision on the status of your personal relationships or regarding your personal life is solely your responsibility. During the therapeutic process, many people find that they feel worse before they feel better. This is generally a normal course of events.

Personal growth and change may be easy and swift at times, but may also be slow and frustrating. You should discuss your concerns about progress with your therapist. Due to the varying nature and severity of problems for each client, we are unable to predict the length of therapy or guarantee a specific outcome.

**Payments**: Payments are due at the time of service for in-person sessions. Payment for video or phone session must be received prior to the session via credit or debit card. We reserve the right to release your information to a collections agency to collect unpaid fees, or cancel scheduled sessions due to an outstanding balance, if necessary. You are permitted to have a maximum of one outstanding session fee at a time in order to schedule another session. You may be refused service for nonpayment of fees. **Outstanding fees denied or not otherwise covered by an insurance company or EAP will be the responsibility of the client, regardless of prior quote of coverage.**

Strength in Resilience Counseling LLC stores debit or credit card information online in a secure and HIPAA-compliant database to more conveniently bill for session fees, copays, deductibles, and cancelation fees. If you would prefer not to have your payment information stored, please let us know.

**Fees:** The initial session fee is $120. Follow up visits of 45-50 minutes are $110. You may be able to provide the receipts for counseling sessions, to your insurance company for partial reimbursement.

Professional services include, but are not limited to, office appointments, therapeutic phone calls, third party consultation, written and verbal correspondence, and reports. Phone consultations lasting 20 minutes or more will result in a session fee. Court costs require a non-refundable initial payment of $500, then an additional $250 per hour for time at court.

**Request for Records:** Request for records, must be submitted in writing. Once the written request is received, acknowledgement will be given within fifteen days. Documents requiring a Notary will incur an additional charge of $15.

**Cancellations:** Cancelations/rescheduling must be arranged at least **24 hours before the session.** Failure to provide 24-hour notice will result in a charge of $90. This fee will be charged to the credit card on file with SIR Counseling LLC. In case of inclement weather, a challenge with transportation, or any reason you are unable to reach the office for an in-person session, you can opt to attend the session via phone or online video. If you come to your session under the influence of drugs or alcohol, the therapist may end the session early, and you will be liable for the full payment of the session.

**Professional Consultation**: Professional consultation is an important component of a healthy psychotherapy practice. As such, we regularly participate in clinical, ethical, and legal consultation with appropriate professionals. If such consultations are with other SIR Counseling LLC employees, we may use your name and other personally identifying information. If such consultations are with individuals outside of the agency, we will not reveal any personally identifying information regarding you or your situation, unless you have signed a release of information.

**Complaints:** If you have any concerns or complaints regarding your treatment, please talk with the office first at 346-550-9884 or by emailing info@sircounseling.com. If there is not a resolution, you may contact: Texas State Board of Examiners of Professional Counselors 1100 West 49th street Austin, Texas 78756 or 512-458-7111.

**Limitations of services:** We do not offer 24-hour care. If you need after-hours care, you can contact the suicide and crises hotline, 24 hours a day at 988. If you have an emergency, you need to contact your local emergency room or call 911.

Although therapists are not often immediately available by telephone, every effort is made to respond promptly to messages.

**By signing these policies, I:**

1. Acknowledge receipt of the Policies and Practices to Protect the Privacy of your health information
2. Understand and agree to the stated practice polices as listed above and
3. Give full consent for myself and/or my minor child\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to participate in counseling. I certify that I have the legal right to seek and authorize treatment for myself or my minor child. I agree to inform the therapist of any changes in custody, and inform any other custodians of the child’s involvement in therapy.

Client/Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_