

Melanie Arons Counseling and Consulting, LLC

Informed Consent Information:

This information describes the ground rules and guidelines under which Melanie Arons and her associates can work with clients effectively and ethically. By signing this form, clients agree to the terms and regulations that Melanie Arons and her associates have set.

Session Structure:

Therapy sessions are forty-five minutes for children under eighteen years old, and fifty to sixty minutes for adults. For children under the age of twelve, Melanie and her associates will have the parents come to the initial intake appointment either with the client present or without the client present depending on what is best for the family. Typically, Melanie and her associates will have parents of children under twelve years old come into all sessions following the intake appointment for the last ten minutes of the session to discuss any strategies and or progress made in session that day. If that is not what is best for the family, Melanie and her associates will email or call the parent(s) after the session to give them a short summary. This will be decided in the initial intake appointment. Parents of children under eighteen years old are also welcome to request a phone call or in person session with Melanie and her associates at any time. Once Melanie and her associates decide that the client is doing well enough to move to only meeting once every other week or once a month, Melanie and her associates will discuss the best plan moving forward with the client and or parents if the client is under eighteen years old. Melanie will let parents of clients under twelve years old know if she feels it is necessary to provide a treatment plan for the client. Parents are also welcome to request a treatment plan. Melanie will invite parents of clients twelve years old and under to meet with her to discuss the treatment plan typically after four to six sessions with the client.

Appointment Fees:

Melanie and her associates charge a fee of \$150 per session for clients under eighteen years old and \$180 for adult clients. Ms. Arons is in network of Blue Cross and Blue Shield PPO and United Healthcare Optum Insurance, and therefore, clients who hold these insurances will only be responsible for paying their co-pay and/or deductible. Payments are due at the end of each session or can be paid at the end of each month. Melanie accepts cash, checks made payable to **Melanie Arons Counseling and Consulting, LLC**, Venmo to @melanie-aron, Zelle to the email melanie@melaniecounseling.com, or credit card. Phone sessions/calls lasting thirty minutes or more, school or home consultations, and professional collaborations are also subject to a \$150/\$180 fee or insurance co-pay and/or deductible fee. In the event that a check is stopped or refunded for insufficient funds, you will be responsible for all bank fees and costs charged to

Melanie Arons Counseling and Consulting, LLC. Melanie is not available to testify for any reason in court. Should she be subpoenaed to appear in court or for a deposition, a \$1,000 retainer will be charged to the client as well as a fee of \$250 per hour that Melanie spends preparing for and appearing in court or deposition.

Missed or Canceled Appointments:

If appointments are canceled more than 24 hours before the session, clients will not be charged a fee. If appointments are canceled within 24 hours or missed without notice for a non-emergency, clients will be responsible for paying the total \$150/ \$180 fee. Clients who experience an emergency such as a birth, death of a loved one or trip to the emergency room will not be charged a fee for missing an appointment.

Contact information:

Clients are welcome to text, call, or email Melanie at any time. Melanie guarantees that she will get back to clients within 24 hours unless of an emergency or if the client was previously notified of Melanie's unavailability. If clients need immediate emergency assistance, the client should call 911 or go to the local emergency room for immediate help.

Professional Records:

The law and standards of Ms. Arons' profession requires that she keep treatment records. Clients are entitled to receive a copy of their records upon client's request. Clients will be charged an appropriate fee for any professional time spent responding to information requests and preparing any requested records.

Confidentiality:

The law protects the privacy of all communication between a client and a psychotherapist without written consent from the client unless the client discloses that he/she is going to hurt him/herself or someone else, or as otherwise required by law. In situations such as abuse of a child or elderly person, Ms. Arons is legally obligated to take action to protect clients and others from harm even if Ms. Arons has to reveal some information about a client's treatment. If Ms. Arons believes that a client is threatening serious harm to him/herself or another person, she is required to take protective actions. These actions may include contacting a potential victim, contacting the police, and/or hospitalization for the client. Ms. Arons may also have to contact family members of clients or others who can help provide protection. Ms. Arons will discuss her legal obligation with the client before and after taking action. For minors under eighteen years old, Ms. Arons is required to receive legal permission from parent(s) or a guardian before

providing any treatment. Ms. Arons is also legally obligated to inform parent(s) or a guardian if the minor is in any danger to him/herself or others. For clients under the age of twelve, Ms. Arons is permitted to discuss any and all information from sessions with parent(s) or guardians. For minors under eighteen years old but over the age of twelve, Ms. Arons is not permitted to discuss anything that the client shares with her without that client's consent unless the client is going to hurt him/herself or others. Please see the HIPAA Notice of Privacy for some additional information about confidentiality. Melanie and her associates would be happy to discuss these issues with clients if clients need specific advice. However, the law governs confidentiality, so any legal advice will need to come from an attorney.

Your signature below indicates that you have read the information in the document and agree to abide by its terms.

Name of client (printed)

Date

Signature of client (12 years and older)

Date

Signature of Parent(s)/Guardian (if client is under 18 years old) Date