

For Women's Sake Counseling Standards and Policies

Welcome

Welcome to For Women's Sake. I am honored that you have chosen to entrust me with this portion of your life's journey. This informational sheet provides you with the basic policies and services of For Women's Sake. Please feel free to ask any questions that you may have.

Services

As a Licensed Professional Counselor-Intern, I am equipped to help individuals, children, families, couples, and groups with a variety of disorders of an emotional, psychological and spiritual nature. I will employ a variety of therapeutic techniques, specifically affective (feeling), behavioral (doing), and cognitive (thinking) to help you achieve your personal counseling goals. The counseling methodologies used will primarily come from cognitive "talk" therapy, solution-focused therapy, marital and family systems therapy, behavioral therapy and didactic or experiential use of scripture. While I prefer to approach counseling from an integration of theology and psychology, I will not impose my beliefs on my clients and am capable and willing to approach presented problems without the use of faith based interventions. I will gladly support you in finding a psychiatrist or medical professional if medication is needed.

Referrals

As a Licensed Professional Counselor-Intern by the Texas State Board of Examiners of Professional Counselors, I adhere to the highest ethical standards and will keep your best interest at the forefront of all I do. However, if you are dissatisfied with my services at any time, please express your concerns. If I am not able to resolve your concerns, I will gladly provide you with a list of referral choices. If you have a complaint regarding malpractice, this can be reported to the Texas State Board of Examiners of Professional Counselors, Complaints Management and Investigative Section, P. O. Box 41369, Austin, TX 78714-1369, at (512)834-6658 or 1-800-942-5540.

Supervision

As the holder of a provisional license from the Texas State Board of Examiners of Professional Counselors, pending completion of 3000 service hours, I am required to meet with a supervisor periodically to review my work with clients. My supervisor is bound by the same laws and ethical standards, including confidentiality. My supervisor is Jennifer Dunham, M.A., LPC-S, Success Strategies Unlimited, phone (512) 329-8088.

Fees

Fees for counseling services are due at the time service is rendered. Please write your check to Success Strategies Unlimited, Inc. Returned checks are subject to a \$25 fee. Session fees are \$125 per 50 minute session. I also offer a sliding scale for clients with financial challenges. Specific arrangements are made on a case-by-case basis. Scheduled telephone sessions are available upon request, subject to availability. Brief phone consultations over 5 minutes are charged at the rate of \$3 per minute for the full duration of the call.

Appointments and Cancellations

You may schedule appointments by email at vsavage@forwomenssake.com, or by calling (512) 243-5427 during normal business hours, Monday-Friday, 9:00am to 5:00pm except standard public holidays. Please note that there is no after hours message service or voice recording. When you schedule an appointment, I reserve that time for you alone, so please make every effort to be on time to receive the full benefit of your allotted time. I will make every reasonable effort to accommodate changes in your schedule as long as you notify me 24 hours in advance. Appointments cancelled within 24 hours will be billed as a "No Show or Late Cancellation" and the client will be billed half of their counseling fee. Life-threatening emergencies and serious illness will be considered grounds for waiving such charges, but I do expect you to remember appointments and to allow for traffic delays and work demands.

Insurance

Medical insurance typically cannot be applied to your professional counseling with a Licensed Professional Counselor-Intern. It is your responsibility to check with your carrier regarding coverage of services provided by a Licensed Professional Counselor-Intern. I will provide you with a receipt that you may send to your insurance provider for reimbursement, if applicable. I will also provide you with an appropriate diagnosis to assist you in filing your claims. However, full payment for your fee is due upon receipt.

Records and Confidentiality

Most communications are confidential, but the following limitations and exceptions do exist:

1. Texas Family Code, Chapter 261, concerning abuse or neglect of minors;
2. Texas Human Resources Code, Chapter 48, concerning abuse, neglect, or exploitation of elderly or disabled persons;
3. Texas Health and Safety Code, Chapter 161, Subchapter K, §161.131 et seq., concerning abuse, neglect and illegal, unprofessional, or unethical conduct in an in-patient mental health facility, a chemical dependency treatment facility or a hospital providing comprehensive medical rehabilitation services;
4. Texas Civil Practice and Remedies Code, §81.006, concerning sexual exploitation by a mental health services provider;
5. A licensee shall comply with Occupations Code, Chapter 109, relating to the release and exchange of information concerning the treatment of a sex offender;
6. I am directed by you in writing to disclose information to someone of your choosing;
7. I am ordered by the court to disclose your information.

If I see you in public, I will protect your confidentiality by not approaching you first, and will not discuss your case in public.

By your signature below, you are indicating that you have read, understand and agree to this agreement. Any questions you may have concerning this agreement have been answered to your satisfaction.

Client or Guardian signature: _____ Date: _____

Spouse (for couples therapy) _____ Date: _____

Therapist's signature _____ Date: _____