

## Therapist-Client Services Agreement / Consent To Treatment

This document contains important information about the counseling services and business policies of Pinnacle Peak Counseling (PPC). Please read this agreement very carefully. The Board of Behavioral Health Examiners requires that PPC obtain your signature acknowledging that PPC has provided you with this information. You may ask questions about any of these procedures at any time. When you sign this document, it also represents an agreement between us. You may revoke this agreement or any other agreement at any time. You will need to submit your revocation in writing.

**COUNSELING SERVICES:** The purpose of treatment is to help clients resolve issues they have not felt successful in resolving on their own. Therapy is successful when clients complete established goals. Length of treatment depends upon the clients individualized treatment goals. Clients need to feel comfortable with their therapist and their therapist's treatment methods. Depending on a client's needs, different methods of therapy may be used. Methods may include, Cognitive Behavioral Therapy, Reality Therapy, Solution-Focused and/or EMDR. Specific methods will be addressed further after you have discussed your individualized needs and goals with your therapist. Please note there are alternatives to psychotherapy. Alternatives may include self-help groups, stress management, 12-step programs, support groups, crisis intervention centers, and indigenous healing systems. Please feel free to ask questions if you would like to learn more about participating in any alternative method in addition to or in place of psychotherapy.

Clients are expected to be active participants, working collaboratively with their therapist to achieve their goals. You have the right to participate in treatment decisions and in the development of your treatment plan. We will periodically review and revise your treatment plan. Therapy is most successful when clients are willing to work on things in between counseling sessions. You may receive "homework assignments".

Therapy can have benefits and risks. It often involves discussing things that can be painful. You may experience unpleasant feelings, such as sadness, anger, guilt and loneliness. The benefits associated with working through the unpleasant feelings can be great. Benefits may include but are not limited to happier, healthier relationships, positive self-image and solutions to problems. There are no guarantees what your experience will be.

The first session is a consultation, and the beginning of the evaluation. The evaluation process may take a few sessions to complete. At this time the therapist will hear what you hope to gain from therapy and answer any questions you may have at that time. The therapist will share initial thoughts and a preliminary treatment plan. If the therapist does not believe she is the appropriate person to be working with you she may offer you the names of other counselors. If you do not believe the therapist is the right person for you, please do not hesitate to say so. Therapy often requires a significant amount of time, finances and emotional energy, it is important you feel comfortable with your therapist. Please do not hesitate to ask any questions you may have at this time.

You have the right to refuse any recommended treatment at any time through out the therapeutic process. If you are uncomfortable with any treatment recommendation, please speak with your therapist. Should you choose to end your therapy prior to meeting your therapeutic goals you may experience unpleasant feelings such as sadness, anger and fear. It is recommended you consult with your therapist if you are thinking about ending your therapy.

Except in unusual circumstances that involve danger to yourself and others or where others have supplied information confidentially, you may examine and/or receive a copy of your clinical record. Your request will need to be in writing. Because these are professional records, they can be misinterpreted and/or upsetting to the untrained reader. For this reason it is recommended that you initially review them in the presence of your therapist, or have them forwarded to another mental health counselor so you can discuss the contents. You may be charged a \$ .20 per page copying fee. If the copying of the records lasts longer than 5 minutes, there will be an additional \$ 3.00 per every 5 minutes of time to copy the requested records.

**APPOINTMENTS:** Therapy appointments are 50 minutes. This is referred to as the "therapy hour". There are 2 clocks in the office to help you pace yourself during the session. Your therapist will also be aware of the time and will begin wrapping up the session after 45 minutes. EMDR appointments are 110 minutes. Arrangements can be made for longer appointments if necessary. **Once an appointment is scheduled, you will be expected to pay for it unless you provide 24 hours notice of cancellation.** If you miss an appointment due to circumstances out of your control, please discuss the situation and this policy with your therapist. If you are scheduling an appointment by telephone, please call Monday-Friday, 8 a.m.-5 p.m. All calls received after hours will be returned the following business day.

**PROFESSIONAL FEES:** The hourly fee is \$140.00. Longer or shorter appointments are prorated based on this basic fee. EMDR appointments are \$210.00. For telephone consultations, the prorated fee will be charged for telephone time for any call over fifteen (15) minutes. Preparation of treatment summaries, report writing, speaking with other professional (with your permission), or any other services you may request that last longer than 15 minutes will be charged the prorated fee. Should you be involved in any legal proceedings that require your therapists' involvement, you will be expected to pay for the professional time, including preparation and driving time if needed. The client, or referring parent, is considered responsible for payment of professional fees.

**PAYMENT METHODS:** Payment is required at the time of service. Payment may be made by check, cash, Visa or MasterCard. This office does not accept insurance. Some insurance plans offer "out of network" benefits. If you would like to use your "out of network" benefits please notify your therapist. You will receive a superbill form to submit to your insurance company for reimbursement. If you have any questions regarding the information your therapist has written on the superbill form, please do not hesitate to ask. You have a right to know and understand the information you will be sharing with your insurance company. In the event of non-payment or a returned check, services will be suspended or terminated without immediate client abandonment. There will be no effort to collect the unpaid fee. Additionally, this office does not accept Medicare assignments, does not bill Medicare nor can any client submit a claim to Medicare.

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