



## INFORMATION FOR CLIENT

Since counseling is based upon a particular theoretical orientation as well as the personal style and experience of the counselor, we desire to briefly explain to you our background (as a group) as well as our views of the counseling process. In addition, we at CBC wish to clarify our administrative policies to avoid any misunderstandings. Individual credentials of counselors are available in the office or on the internet at [www.cbc-dallas.com](http://www.cbc-dallas.com).

### VIEW OF THE COUNSELING PROCESS

We view the counseling process as forming an alliance with you, in dependence on God, to explore the nature of your problem. Although we will spend much of our time exploring the specific problem that brought you into counseling, we will also explore, in depth, the nature of your relationship with other significant people in your life. We believe that many of the forces and dynamics that have influenced the complexity and intensity of your problem are rooted in relational issues. Based upon a Biblical understanding of people, we believe you are made to deeply relate...this is the source of your greatest joy, but also of your deepest pain. The goal of addressing relational issues highlights the complexity of the problem and how it interferes with the deep enjoyment for which you have been made. Aiming at the source of the problem is meant to give you hope.

Interpersonal relationships are the areas in which the result of the fall of humankind is most prevalent, and in which the need for redemptive change is most obvious. In working toward the goals of removing the initial problem and growing in relational maturity, the counseling process will require that firm effort is made to change which may involve significant discomfort. Remembering and resolving unpleasant events can arouse intense fear, anger, depression, frustration, and other powerful emotions that may feel foreign, but are a normal part of the process of growth. Seeking to resolve issues between family members, marital partners and other persons can similarly lead to discomfort, as well as relationship changes that may not have been originally intended.

Many of the results of counseling will depend upon your determination to deal honestly with the issues that powerfully affect your life. We are human beings who have been profoundly affected by the effects of sin in the world. We are damaged people who do further damage through the way we handle our pain. We are tempted to transform our thirst for God into things under our control that keep us protected, yet, at the same time, in agony. This pain often appears in the form of symptoms such as depression, eating disorders, sexual dysfunction, workaholism, anxiety, rage, etc. Your symptoms are important. They point beyond themselves to the need for an inside look into your life. This "inside look" is intended to surface, and over time disrupt, old, unhealthy dependencies and to offer the enticing idea that dependency on God is an invitation we have both feared and longed for in the core of our souls.

We believe that certain problems can also have (or develop) physical components. In such cases, medical consultation will be advised.

### DESIRES AND RESPONSIBILITIES OF THE COUNSELOR

Each counselor desires to see the problem that brought you into counseling resolved to your satisfaction. In order to help you, we need to get to know you, how you view your problem, and how you relate to significant people in your life. We, as counselors, are responsible to be honest with you, and to keep careful records about the directions we pursue in counseling. (These records are confidential; no one else will be allowed to see them.) We will follow a course of counseling that is in your best interest, and will attempt to resolve only those problems that are within the scope of our training.

**Confidentiality is an important element of the therapy process. Your identity and ongoing work in therapy will be kept strictly confidential, with the exception of the following:**

1. Counselors at CBC regularly consult with other professionals regarding clients with whom we are working. This allows us to gain other perspectives and ideas concerning how to best help you reach your goals. Such consultations are obtained in such a way that complete confidentiality is maintained. No identifying information is shared in such consultations unless a release form has been obtained from you for a specific consultation.
2. If a court of law orders a subpoena of case records or testimony, we will first assert "privilege" (which is your right to deny the release of your records). We will release records with your written permission or if a court denies the assertion of privilege and orders the release of records.
3. If you are threat to yourself or others (showing suicidal or homicidal intent) we may need to report these statements to your family and/or other appropriate mental health or law enforcement professionals in order to keep you and others safe.
4. There are a broad range of events that are reportable under child protection statutes. Physical or sexual abuse of a child will be reported to Child Protective Services. When the victim of child abuse is over age 18, we are not legally mandated to report it unless we believe that there are minors still living with the abuser, who may be in danger of being abused. Elder abuse is also required to be reported to the appropriate authorities.
5. Confidentiality can not be guaranteed with communication conducted over electronic devices including, but not limited to, email, voicemail, fax, and texts.

**FEES AND PAYMENT OF FEES**

The standard fee for individual, couple, and family counseling is \$150.00 per fifty minute session (\$150.00 if you are seeing the Assistant Director of CBC; \$175 if you are seeing the Director of CBC). The other Licensed Professional Counselors charge \$130. Licensed Professional Counselor-Interns charge \$110. The group rate is \$50.00 per ninety-minute session or \$30.00 per ninety-minute session if you are also in individual counseling. Fees are to be paid at the beginning of each counseling session by personal check or cash. As returned checks create an administrative cost for us, there will be a \$15.00 fee for any returned checks. Arrangements other than this must be made with me. Financial considerations are a real and necessary part of counseling. Openness and flexibility are necessary when determining a client's financial obligation and we sincerely invite you to discuss your fee with us at any time during your counseling relationship.

Appointments are generally made on a regular, weekly basis. In the event you are unable to keep your appointment, **24 hour notice is required for cancellations.** Except for emergencies, you will be charged full fee for a "no show" or for a cancellation without a 24 hour notice. **If you are attending a group, you will be required to pay for your place in group whether present or not except for sickness, business trips, or a planned vacation.** There may be additional charges for reports, special billings, written agreements, phone consultations, or collection procedures. There will be a \$10.00 per month surcharge against accounts left delinquent over 30 days. In the event that a counselor is required for any reason to go to court or attend to legal matters pertaining to a client, there will be an additional charge of \$175.00 per hour from portal to portal. When a client is a minor, fees are the responsibility of the parent/parents or legal guardian of the minor. If there is a need for psychological testing, fees are additional and are determined according to the number and type of tests administered.

**CLIENT'S RIGHTS AND RESPONSIBILITIES**

The course of therapy is determined mutually by your counselor and you, the client. You are encouraged to freely ask any questions you have regarding the educational and professional background or therapeutic approach of your counselor. You are also encouraged to freely ask questions pertaining to your specific therapy plan and progress.

**People often ask how long they will be in counseling.** Some clients need fairly brief therapy to understand their conflicts and reach the goals they set for themselves. However, others may require many months or even years of work to achieve the growth they desire. We attempt to work with people in such a way that they have sufficient time to meet their individual therapy goals, but we discourage clients from becoming inappropriately dependent upon therapy. Consequently, treatment duration varies from person to person. Clients typically know when they are beginning to "feel finished" with therapy work. When this happens we encourage you to discuss this with your counselor so that we can close our relationship as carefully as it began. State certification requirements for professional counselors do not imply the effectiveness of treatment. It is your responsibility to determine whether the services offered are appropriate and ultimately helpful.

It is always our intention to provide services in a professional manner that is consistent with all accepted ethical standards. If at any time in the course of your work with a CBC counselor you feel that there may have been a misunderstanding or you have a question or complaint about your counselor's services, please bring this up immediately so that your counselor can become aware of your concern and resolve the matter with you. We are required to abide by the rules set forth by the Texas State Board of examiners of Professional Counselors. These rules include guidelines for counseling methods and practices as well as professional ethical standards. You have the right to report violations to the **Texas State Board of Examiner of Professional Counselors, 1100 West 49<sup>th</sup> Street, Austin, TX 78756-3183, (512) 834-6658.** You have the right to end therapy at any time without any moral or legal obligations. Financial obligations will only be those already accrued.

**ACKNOWLEDGMENT**

By signing this disclosure and consent statement, the client acknowledges having been informed of his/her rights and responsibilities under regulatory laws for counselors in Texas. In addition, the client acknowledges he/she has read and understands the administrative policies for this counseling office.

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Signature of client

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Date

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Signature of Spouse/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Counselor/Therapist

\_\_\_\_\_  
Date