

Hélène Bélanger

Licensed Clinical Professional Counselor

Informed Consent

What You Should Know about Counseling

I am committed to treat you with compassion and respect. I will use a variety of therapeutic approaches and strategies in order to provide you with the best possible care. I am committed to gaining a clear understanding of the reasons that bring you to counseling as well as all pertinent information about your life history and health. You are highly encouraged to take an active role in your therapy by choosing the treatment that best meets your needs, to seek a second opinion, to file a complaint without retaliation, and to refuse treatment. You may address your complaints to the Idaho state board of counseling. I believe that most every one of my clients who has worked diligently in and out of therapy has made substantial gains in the areas of life that they wish to improve.

I strive to make myself available to my clients in times of crisis and emergency. However, **there are times when I am not available** due to being out of town, working in other capacities, etc. If any emergencies take place and you are unable to contact me, please leave a message on my phone and use your resources (families, friends, etc.), call 911, and/or go to the nearest hospital emergency room. Other emergency resources: Mental Health Crisis Line at 1-800-600-6474, or text at 74174.

Confidentiality

My professional ethics (that is, my profession's rules about moral matters) and the laws of this state prevent me from telling anyone else what you tell me unless you give me written permission. These rules and laws are the ways our society recognizes and supports the privacy of what we talk about, in other words, the "confidentiality" of therapy. However, there are laws which place limits to the confidentiality between counselor and client. These laws stipulate that I cannot promise that everything you tell me will *never* be revealed to someone else. We need to discuss these, because I want you to understand clearly what I can and cannot keep confidential. You need to know about these rules now, so that you don't tell me something as a "secret" that I cannot keep secret. These are very important issues, so please read the following carefully and keep a copy for yourself. At our next meeting, we can discuss any questions you might have.

1. **When you or other identifiable persons are in physical danger or you are unable to reasonably take care of yourself**, the law requires me to tell others about it to ensure yours and other's safety.
2. **Disclosure of information that indicates that child (or elderly) abuse and/or neglect has occurred by an identifiable person or situation that has not been previously reported or investigated.** If you are between the ages of 16 and 18 and you tell your counselor that you are having sex with someone more than five years old than you, or sex with a teacher or a coach, I must also report this to CPS, even though at age 16 you have the right to consent to sex with someone no more than five years older than you. Your counselor would inform you before your counselor took this action.
3. **I may sometimes consult (talk) with another professional to ensure that I am giving you the best treatment possible.** I promise to keep your identity as anonymous as possible if I consult about your case. This other person is also required by professional ethics to keep your information confidential.
4. **Court Orders: If a judge were to subpoena my records, I would have to respond.** However, I would also contact you and inform you of these proceedings.
5. **In regard to insurance and money matters:**

- A. Some insurance companies require diagnoses and information about our therapy.
 - B. If you have been sent to me by your employer's Employee Assistance Program, the program's staffers may require some information.
 - C. I hire a professional Billing Company named Anne Woody which acts as an intermediary between this counselor and your insurance/EAP company.
6. If you tell your counselor of the behavior of another named health or mental health care provider that suggests to your counselor that this person has either a. engaged in sexual contact with a patient, including yourself or b. is impaired from practice in some manner by cognitive, emotional, behavioral, or health problems, then the law requires your counselor to report this to their licensing board.

This therapist's practice is regulated by the Idaho Counseling Licensing Board. 700 W. State Street P.O. Box 83720 Boise, ID 83720-0063 Phone: (208) 334-3233 Fax: (208) 334-3406 E-Mail: inv@ibol.idaho.gov Website: www.ibol.idaho.gov

Fees

- **Initial Evaluation and Assessment:** \$170 for 60 to 75 Minutes
- **Individual Therapy:** \$115 for 45-50 Minutes
- **Individual Therapy:** \$135 for 60 minutes
- **Couples Therapy:** \$135 for 60 Minutes

Payments are expected at the time services are rendered. **It is the policy of this office to turn in delinquent accounts over to a collection agency.** Only information which is non-clinical in nature will be given to the collection agency for this purpose.

Office Policy

Insurance

Services in this office may be covered by medical insurance or select EAP plans. I will assist you with insurance filing, but collection of insurance claims is ultimately the insured clients' responsibility. You will be responsible for whatever insurance does not cover according to my charges or your insurance approved charges. Make sure you know your deductible, and co-pays.

Telephone Calls, Texts and E-mails

My office hours are from 8am to 5pm Monday-Thursday. After hours you may leave a message on voice mail or send me an e-mail regarding scheduling appointments. It is a policy of this office to not use texts. Keep in mind that I **cannot** protect your privacy when using emails.

If you agree to using emails for scheduling purposes, please initial here _____.

Social Media

To protect your confidentiality as much as possible, I have a policy of not befriending any of my clients on social media. In addition, I will not be looking for your activity on social media. If for any reason, I end up needing to look you up on social media, I will let you know at our next visit and explain the reason. You may want to turn off your location on your cell phone when visiting this office as a mean to protect your confidentiality.

Approach To Therapy

I use a wide variety of techniques that may include, dialogue, interpretation, cognitive reframing, mindfulness exercises, self-monitoring experiments, visualization, journal-keeping, EMDR, EFT, and reading books.

Cancellation/Missed Appointment

A scheduled appointment means time has been reserved specifically for you. If an appointment is missed or canceled with less than 24 hours' notice, you will be directly billed \$60. Insurance plans do not cover payment for missed appointments; therefore, you are responsible for payment of the missed appointment. Emergencies and illnesses occasionally happen to cause missed sessions. If this is the case, please let me know as soon as possible so that accommodations can be made.

Discharge and Termination

You normally will be the one who decides when therapy will end, unless I am not able to help you due to lack of training or skills to help you with a problem you have. You will be referred to someone else that can meet your needs. In addition, if you are not paying for services, I may terminate therapy and provide you a referral that is more within your means. Finally, you are not able to keep your appointment – cancelling last minute, not showing up, I may terminate you.

I have read the above and agree to the terms set forth for fees, missed appointments, and late cancellations.

Client or Guardian's Signature

Date

Client or Guardian's Printed Name