

POLICIES, CONSENT FOR TREATMENT AND GENERAL INFORMATION

Please Provide a copy of your driver's license or other valid identification.

Brenda L. Bates, M.A. CH.t

Office Phone: 707-527-0817 Email: bikepsych@juno.com

STATUS: Brenda Bates, M. A. CH.t, is a counselor with a Master of Arts Degree in Counseling Psychology. Additionally, Brenda Bates is a Certified Hypnotherapist in good standing under the authority of the American Board of Hypnotherapy. Brenda Bates is also a published author.

CONFIDENTIALITY: All information disclosed within sessions and the written records pertaining to those sessions are confidential and may not be revealed to anyone without your (client) written permission, except where disclosure is required by law. Disclosure may be required in the following circumstances: where there is reasonable suspicion of child abuse or elder abuse or neglect, where a client presents a danger to him/herself or to others, or is gravely disabled. Disclosure may also be required pursuant to a legal proceeding, If you place your mental status at issue in litigation initiated by you, the defendant may have the right to obtain the counseling records and/or testimony by Bates. In couple or family counseling, or when different family members are seen individually, confidentiality and privilege do not apply between the couple or family members. Ms. Bates will use her professional judgment when revealing such information. If there is an emergency during our work together, or in the future after termination where Bates becomes concerned about your personal safety, the possibility of you Injuring someone else, or about receiving proper psychiatric care, she is obligated to do whatever she can within the limits of the law, to prevent you from Injuring yourself or others and to ensure that you receive the proper medical care. For this purpose, she may also contact the person whose name you have provided on this form. Due to the nature of the counseling process and the fact that it often involves making a full disclosure with regards to many matters which may be of a confidential nature, it is agreed that should there be legal proceedings (such as but not limited to divorce and custody disputes, injuries, lawsuits, etc.) that the matter of disclosure shall be discussed with you by Bates who will then determine whether, in her opinion, disclosure is in your best interests. Bates makes no promises that she will cooperate with a request to release information When legal matters arise during sessions. As a client, you have a right to receive a summary of your records at any time, except in limited legal or emergency circumstances when Bates may provide the records to an appropriate and legitimate mental health professional of your choice. Considering all the above exclusions, if it is still appropriate, upon your request, Bates will release information to any agency/person you specify unless Bates assesses that releasing such information might be harmful in any way.

TELEPHONE & EMERGENCY PROCEDURES: If you need to contact Bates between sessions, please leave a phone message or email bikepsych@juno.com in order to schedule a session as soon as possible, If your message is not returned in a timely fashion. Call 911 or contact your local County Mental Health crisis line or, go to your nearest hospital. Bates cannot take unscheduled appointments. Therefore, if an emergency occurs between sessions, please contact the above listed agencies.

PAYMENTS: Bates cannot take insurance for sessions provided by telephone or computer. Clients are expected to pay \$75.00 per one hour session.

THE PROCESS OF COUNSELING/EVALUATION: Participating in counseling can result in a number of benefits to you, including improving interpersonal relationships, and resolution of the specific concerns that led you to seek counseling. Working towards these benefits, however, requires effort on your part. Counseling requires your active involvement, honesty, and openness In order to change your thoughts, feelings and/or behaviors, Bates will ask for your feedback and view of your sessions, its progress, and other aspects of the counseling and will expect you to respond openly and

honestly. During evaluation or counseling, remembering or talking about unpleasant events, feelings, and thoughts can result in your experiencing anxiety, depression, insomnia, etc. Bates may challenge some of your assumptions or perceptions or propose ways of looking at, thinking about, and handling situations which can cause you to feel upset, angry, depressed, challenged, or disappointed. Attempting to resolve issues that brought you to counseling in the first place, may result in changes that were not originally intended. Counseling may result in decisions about changing behaviors, employment, substance use, schooling, housing, or relationships to family members. Change will sometimes be easy and swift, but more often it will be slow and even frightening, There is no guarantee that counseling will yield positive or Intended results. During counseling Bates is likely to draw on various counseling approaches according to the problem that is being treated and her assessment of what will best benefit you. If you have any unanswered questions about any of these procedures, their risks, benefits, etc, please ask Ms. Bates. You also have the right to ask about other treatments for your condition and their risks and benefits. If you could benefit from any treatments that Bates does not provide, she has an ethical obligation to assist you in obtaining those treatments. After the first few sessions Bates will assess if she can be of benefit to you. Bates does not accept clients who, in her opinion, she cannot help. In such a case, she may, if you wish, give you a number of referrals who you can contact. If at any point during counseling Bates assesses that she is not effective in helping you reaching the counseling goals she is obligated to discuss it with you and, if appropriate, to terminate future sessions without rebate of any fees paid to Bates by you for past sessions. In such a case, she could give you referrals which may be of help to you. If you request and authorize in writing Bates will talk to the professional of your choice in order to help with the transition. Counseling never involves sexual or business relationships and/or dual relationships that impairs Bates objectivity, professional judgment, counseling effectiveness or can be exploitative in nature. You have the right to terminate sessions at any time. If you choose to do so, Bates will offer to provide you with other qualified professionals whose services you might prefer.

CANCELLATION: Since the scheduling of an appointment involves the reservation of time specifically for you, a minimum of 24 hours notice is required for re-scheduling or canceling an appointment. Half fee will be charged for sessions missed without such notice.

I READ THE ABOVE POLICIES CAREFULLY, I UNDERSTAND AND AGREE TO COMPLY WITH THEM:

CLIENT SIGNATURE

DATE

PRINT NAME

PHONE NUMBER TO CALL TO MAKE APPOINTMENT

MAIL SIGNED FORM & COPY OF VALID IDENTIFICATION **BEFORE** CALLING TO SCHEDULE AN APPOINTMENT TO:
BIKE PSYCH PUBLISHING
PO BOX 342
SUTHERLIN, OR 97479