

Informed Consent for Assessment and Treatment

Welcome to New Paths Counseling. We are committed to getting you whatever your outcome is for our time together. A counseling situation offers a unique relationship between two people. In order that we start our relationship in a healthy way, we have put together this document to ensure that there are no misunderstandings about the various aspects of the counseling and psychotherapy services.

Background and Services

Katherine Bogushefsky-Reamer is a professional counselor in an independent private counseling and consultation practice. Her credentials include a Master's Degree in Counseling, and she is licensed by the Arizona Board of Behavioral Health Examiners. She offers counseling, psychotherapy, trauma treatments, life coaching, and consultation services to individuals, couples, and families in the areas of mental health, relationships, and adjustment. Clients that present in counseling with serious eating disorders, are sexually abusive or certain personality disorders as their primary problem will be referred to other professionals or programs that specialize in these areas. Katherine. All therapists reserve the right to refer a client to another therapist or appropriate resource at any time if their needs in therapy are not a good match for my skills or experience.

Financial

Payment is expected at the time the service is rendered unless other arrangements have been made. By signing this document, you are agreeing to pay for the services rendered and any additional expenses that may be accrued in collecting said fees. Katherine is only contracted with a couple EAP's. Otherwise the standard fees for Katherine are; Any 90 minute session \$265/275. if paid by credit card, any 45–50 minute counseling session \$135/\$140 if paid by credit card. Telephonic appts will be at the same rate. Court ordered therapy will be \$150 for a 45-50 minute appointment and \$300 for a 90 minute appointment. In addition to the basic session and assessment fees, there may be other fees for additional services such as report writing, psychometric testing, records requests, books and materials, etc. Fee information for those not listed is available upon request. New Paths Counseling reserves the right to change fees with a 30 day notice. You have the right to be informed of all fees that you are required to pay and my refund and collection policies. Please discuss these with Katherine if you have a concern.

Insurance

New Paths Counseling will submit the billing for a limited number of EAP plans. As the insured it is your responsibility to contact your insurance company to confirm that Katherine Bogushefsky-Reamer is listed as an in-network provider on your particular plan and determine what financial responsibility and limitations you may have to participating in counseling services. Please note some insurance plans have Katherine listed as a provider even though she is not contracted with them. If you have any questions feel free to discuss this with Katherine.

. ** Please be aware insurance companies have the rights to all your records and at times call providers to discuss the details of your treatment.

If it is determined that Katherine Bogushefsky-Reamer MC.LPC is not in-network you can turn paperwork into your insurance company so they can reimburse you with the coverage allowed per your plan. New Paths Counseling will provide you with the paperwork, (SuperBill receipt)and instructions for you to submit claims to your insurance plan.

In all cases however, payment for services is ultimately the responsibility of the client, not the insurance company. Once again, please discuss this with me if you want to use this payment option.

**Using a third party, including parents and spouses to pay for counseling implies that some information can be released in order to obtain payment for the services. Please see the HIPAA NOTICE OF PRIVACY PRACTICES for more information.

Availability of services

New Paths Counseling does not have the capability to respond immediately to counseling emergencies. True emergencies should be directed to the community emergency services (911) or to the local hotlines (Empact 480-784-1500, Banner Help line - 602-254-4357, ValueOptions - 602-222-9444). Established clients with an urgent need to make contact may call or text the main number and leave a message, but an immediate response is not guaranteed. A quick or immediate response in one situation does not constitute a commitment of rapid response in another situation. Katherine makes every attempt to return messages within 24-48 hours Monday through Friday at noon.

Appointments

Regular attendance at your scheduled appointments is one of the keys to a successful outcome in counseling. We reserve 50 minutes or more for each appointment with a client. Appointments canceled at the last minute are very detrimental to my practice. Therefore, I ask that you notify me a minimum of two full days (48 hours) prior to your appointment if you need to cancel. You will be billed for appointments you fail to cancel in accordance with this policy. Currently, the fee billed for this is \$135 per 45-50 minute session and \$265.00 per 90 minute session or you would be required to pay the standard payment that we would receive for services for your session either from you and/ or insurance payments. Having timely cancellations allows us to contact persons on the waiting list with enough time for them to adjust their schedule if needed to attend. Repeated late cancellations or missed appointments may result in termination of treatment. Appointment availability varies with the client load at the time. High demand appointments (off hours, late afternoons/evenings, and weekends) are likely to be sporadic in their availability. We reserve the right to limit our commitments of high demand appointment times to any particular client in order to meet the needs of all my clients and balance my workload.

Privacy, Confidentiality and Records

Ordinarily, all communications and records created in the process of counseling are held in the strictest confidence. However, there are numerous exceptions to confidentiality defined in the state and federal statutes. The most common of these exceptions are when there is a real or potential life or death emergency, when the court issues a subpoena, or when child/elder abuse or neglect is involved.

Being that Katherine Bogushefsky MC,LPC may supervise Masters of Counseling and Social Work therapists and counseling staff may discuss clinical information for treatment planning purposes but will not identify clients by their names. Katherine also participates in EMDR consultation a process where selected cases are discussed with other professional colleagues to facilitate my continued professional growth and to get you the benefit of a variety of professional experts. While no identifying information is released in this peer consultation process, the dynamics of the problems and the people are discussed along with the treatment approaches and methods. If by accident, New Paths Counseling staff transmits through facsimile, e-mail, or telephone voice mail and answering machine, and an unauthorized person or entities intercepts this information, the client waives any and all claims to breach of confidentiality. Please do not send personal/clinical information over text, e-mail or voice mail confidentiality is not guaranteed. Any information regarding the scheduling and cancelation of appointments are acceptable through electronic means. Text is the easiest form of communication.

There are also other circumstances when information may be released including when disclosure is required by the Arizona Board of Behavioral Health Examiners, if a lawsuit is filed against any therapist, to comply with worker compensation laws, to comply with the USA Patriot Act and to comply with other federal, state or local laws. The rules and laws regarding confidentiality, privacy, and records are complex. The HIPAA regarding confidentiality, privacy, and your records. This packet also contains information about your right to access your records and the details of the procedures to obtain them, should you choose to do so. Periodically, the HIPAA NOTICE OF PRIVACY PRACTICES may be revised. Any changes to these privacy practices will be posted in my office, but you will not receive an individual notification of the updates. It is imperative that you read and understand the limits of privacy and confidentiality before you start treatment.

I have access to and have read the HIPAA NOTICE OF PRIVACY PRACTICES and have had my questions about privacy and confidentiality answered to my satisfaction. I understand that the HIPAA NOTICE OF PRIVACY PRACTICES is incorporated by reference into this agreement.

Purpose, Limitations, and Risks of Treatment

Counseling, like most endeavors in the helping professions, is not an exact science. While the ultimate purpose of counseling is to reduce your distress through a process of personal change, there are no guarantees that the treatment provided will be effective or useful. Moreover, the process of counseling usually involves working through tough personal issues that can result in some emotional or psychological pain for the client. Attempting to resolve issues that brought you to therapy in the first place may result in changes that were not originally intended. Psychotherapy may result in decisions about changing behaviors, employment, substance use, schooling, housing, relationships, or virtually any other aspect of your life. Sometimes a decision that is positive for one family member is viewed quite negatively by another family member. Change will sometimes be easy and swift, but more often it will be slow and even frustrating. There is no guarantee that psychotherapy will yield positive or intended results. In the case of marriage and family counseling, interpersonal conflict can increase as we discuss family issues. Of course, the potential for a divorce is always a risk in marital counseling.

Treatment Process and Rights

Your counseling will begin with one or more sessions devoted to an initial assessment so that we can get a good understanding of the issues, your background, and any other factors that may be relevant. When the initial assessment process is complete, we will discuss ways to treat the problem(s) that have brought you into counseling and develop a treatment plan. You have the right and the obligation to participate in treatment decisions and in the development and periodic review and revision of your treatment plan. You also have the right to refuse any recommended treatment or to withdraw consent to treat and to be advised of the consequences or such refusal or withdrawal.

Our Relationship

The client/counselor relationship is unique in that it is exclusively therapeutic. In other words, it is inappropriate for a client and a counselor to spend time together socially, to connect on social media, to bestow gifts, or to attend family or religious functions. The purpose of these boundaries is to ensure that you and I are clear in our roles for your treatment and that your confidentiality is maintained. If there is ever a time when you believe that you have been treated unfairly or disrespectfully, please talk with me about it. It is never my intention to cause this to happen to my clients, but sometimes misunderstandings can inadvertently result in hurt feelings. I want to address any issues that might get in the way of the therapy as soon as possible. This includes administrative or financial issues as well.

Consent for Evaluation and Treatment

Consent is hereby given for evaluation and treatment under the terms described in this consent document and the HIPAA NOTICE OF PRIVACY PRACTICES. It is agreed that either of us may discontinue the evaluation and treatment at any time and that you are free to accept or reject the treatment provided. In the case of a minor child, I hereby affirm that I am a custodial parent or legal guardian of the child and that I authorize services for the child under the terms of this agreement.

COMPLAINT / GRIEVANCE PROCEDURE

Katherine Bogushefsky-Reamer MC,LPC is the owner of New Paths Counseling and Consulting and is a trained supervisor for Masters level counselors and social workers who are working toward their hours to receive their independent license through the Arizona Board of Behavioral Health. In the event you are

dissatisfied with the services you have received from Katherine or one of her supervisee's please contact her at Katherine@newpathscounseling.com or (480) 205-4040. You may make your complaint by phone, e-mail, or in person. She will call you as soon as possible that same working day. Complaints must be filed within **6 months** of last appointment. **The complaint will be reviewed within 14 working days.**

Once a decision is made on your complaint **you will be notified of the outcome within 30 days.** If you are not satisfied you may then contact:

Arizona Department of Health Services
Office of Behavioral Health Licensing Services
150 North 18th Avenue, Suite #410, Phoenix, AZ. 85007
(602) 364-2595

My signature indicates that:

- 1) I have access to or received a copy of my client's rights
- 2) I understand and have access to or received a copy of the agency's fee policy.
- 3) I understand and have access to or received a copy of my grievance procedure and contact information the Az Dept of Health Services
- 4) I understand that Katherine Bogushefsky-Reamer MC, LPC may supervise therapists that may be a treatment provider at New Paths Counseling.
- 5) I have read and understood the above information,

Client Signature: _____

Parent/Spouse
Signature: _____ **Date** _____

I, _____ am
the parent or legal guardian with legal custody I confirm that the other natural
parent and I give permission to New Paths Counseling to provide behavioral health
services for our child(ren) listed above.

Signature(s) _____
Date: _____

**For office use only-verification that the client has read and understands Informed
Consent document**

Authorized
Representative: _____ **Date** _____