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Registered Psychotherapist

## THERAPIST-CLIENT TREATMENT CONTRACT

This document contains important information about my professional services and business policies. Please read it carefully and jot down any questions you might have so that we can discuss them at our next meeting. When you sign this document, it will represent an agreement between us.

### **COUNSELLING SERVICES**

Counselling is not easily described in general statements. It varies depending on the personalities of the therapist and client and the particular problems you bring forward. There are many different methods I may use to deal with the problems you hope to address. Counselling is not like a medical doctor visit. Instead, it calls for a very active effort on your part, similar to the effort and practice involved in learning any new skill. In order for the therapy to be most successful, you will need to work on things that we talk about both during our sessions and at home.

Counselling can have benefits and risks. Since therapy often involves discussing unpleasant aspects of your life you may experience uncomfortable feelings like sadness, guilt, anger, frustration, loneliness, and helplessness. On the other hand, counselling has also been shown to have significant benefits for people who go through it. Therapy often leads to better relationships, solutions to specific problems, and a significant reduction in feelings of distress.

Our first session will involve an evaluation of your needs. By the end of the evaluation, I will be able to offer you some first impressions of what our work will include if you decide to continue with therapy. You should evaluate this information along with your own opinions of whether you feel comfortable working with me. Therapy involves a commitment of time, money and energy so you should be careful about the therapist you select. If you have questions about my procedures we should discuss them whenever they arise. If your doubts persist I will be happy to suggest another therapist for you to consult.

### **MEETINGS**

I normally conduct an evaluation that will last from 1 to 2 sessions. During this time, we can both decide if I am the best person to provide the services you need in order to meet your goals. If we decide to proceed with therapy we would schedule appointments at whatever frequency we decide on (e.g. weekly, biweekly, monthly). Sessions are 50 or 90 minutes long.

### **PROFESSIONAL FEES**

The hourly fees for counseling are:

\$145.00 for 50 minutes (including HST)  
\$220.00 for 90 minutes (including HST)

Fees are normally collected at the end of each session and receipts are available. If you have extended health benefits you can submit your receipts for direct reimbursement from your insurer. It may be your responsibility to pursue reimbursement from your insurer.

In addition to appointment fees you will be billed at the above mentioned hourly rate for other professional services you may need such as report writing, completion of insurance forms, telephone or email communication which accumulates to more than ten minutes over the course of a week, attendance

at meetings with other professionals you have authorized, preparation of records or treatment summaries, and time spent performing any other service you may request of me.

My cancellation policy requires 24 hours notice. If you miss an appointment without providing notice you may be billed for the missed session.

## **CONTACTING ME**

I am not usually available immediately by telephone. I monitor my voice mail messages regularly throughout the day and will return your call as soon as I am able. If you are difficult to reach, please leave times and numbers when you will be available. I do not normally make calls or check messages on evenings, weekends or holidays. If you are calling and it is an emergency, you are welcome to use my home number if we have pre-arranged this as part of a safety plan. Otherwise, you can contact your family doctor or a crisis service. See below for some crisis service phone numbers.

Assaulted Woman's Helpline	(866) 863-0511
Sexual Assault Centre London Crisis Line	(519) 438-2272
Kids Help Phone	(800) 668-6868
London Distress Centre	(519) 667-6711
London and Middlesex Mental Health Crisis Service	(519) 433-2023

You have the right to ask questions about anything that happens in therapy. I'm always willing to discuss how and why I've decided to do what I'm doing and look for alternatives that might work better. You can feel free to ask me to try something that you think will be helpful.

You are free to leave therapy at any time. If either of us feel I do not have the skills or expertise to help with your particular problem I will be pleased to provide you with names of other local professionals.

## **LIMITS OF THERAPY**

There are some circumstances under which I may choose to terminate therapy.

Therapy will be terminated if there are any verbal or physical threats or acts of violence/harassment towards the office, my family or myself.

## **ACKNOWLEDGEMENT**

I have read this document and have had sufficient time to be sure that I have considered it carefully, asked any questions that I needed to, and understand it. I agree to abide by its terms during our professional relationship.

Please sign here to indicate that you read and understood the above.

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Signature

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Date

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Witness

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Date