



RCCA Professional Informed Consent and Privacy Practices

The decision to seek counseling is a brave step. We are pleased that you have selected Rodgers Christian Counseling. It is our commitment to you to do whatever we can to bring you the healing and help you need for your specific situation. All of our counselors and coaches are credentialed or licensed to practice in North Carolina. We at RCCA consider the counseling relationship to be sacred and we feel it is a tremendous honor to journey along side you and be a part of your healing. We all counsel from a Christian perspective with a sensitive, compassionate emphasis on Biblical values and truths. We bring everything we can to the counseling relationship and look forward to helping you in any way possible.

Nature of Counseling: Our counselors are trained and Certified in the Soul Healing Love Model and use it among other modalities in your treatment. The goal at RCCA is to help you identify your childhood wounds, faulty thinking, and unhealthy behavioral and relational patterns. Our purpose is to walk beside you in the healing and growing process. Counseling is successful through the involvement of the client being willing to work hard such as attending sessions, homework assignments, writing, reading, and learning tools and techniques. Counseling is not always easy or comfortable but you will get from counseling what you put into it. During the course of counseling a diagnosis may be made to aid in determining treatment options. It may become a part of your medical records.

Sessions: Appointments are typically 60 minutes. We have counselors who work day, evening and Saturday appointment times. Your counselor's time is valuable and is scheduled in advance so if you do not show for an appointment you could be keeping another client from receiving help that they need at that time. **Please call 24 hours in advance if you need to cancel or change an appointment.**

Counseling Relationship: Ours is a professional relationship and must be respected by both sides. There may be opportunities to run into each other in a social context, i.e. church, grocery store, school, etc. Please feel free to discuss this with your counselor as to how you would like to relate outside of the counseling setting. Our desire is to protect your privacy and be as professional as possible. It is unethical for relationships that develop in counseling to continue on a personal level after the counseling relationship has ended. As counselors we adhere to the ethical guidelines of our profession.

Benefits and Risks of Counseling: Research shows that counseling and the counselor client relationship can provide great healing. People report lessened anxiety, depression, better self-esteem, healthier relationships with others, themselves and even God and much more. But there could be risks such as looking at painful past experiences and feeling sadness, discomfort, anger, frustration, and guilt. Most of these feelings are normal and to be expected and you have your counselor to walk beside you through this time. There is also the possibility that therapy or coaching may not work well for you. Please share all these experiences with your counselor when necessary.

Workshops and Groups: RCCA offers different workshops and groups throughout the year. The workshops include *The Soul Healers Couple's Weekends* and *Healing the Soul Workshops for Individuals, Dealing with Anxiety, Forgiveness* and many other issues. The dates are posted in the waiting room on or around the bulletin board. The groups are ongoing, focusing on Soul Healing tools and techniques for both Single's and Couple's. Ask your counselor for more details. Brochures are available.

Emergencies: RCCA is not set up to handle emergent situations. Our therapists are not on call for emergencies. We will do everything we can to respond to you in case of an emergency but we do not provide 24-hr coverage. If you have a true life-threatening emergency please call 911 or go to your nearest emergency room.

Privacy and Confidentiality: North Carolina Law generally restricts the disclosure of your (PHI) Personal Health Information in most cases. It also mandates that we 1. Provide this notice of our legal duties and privacy practices to you. 2. Maintain the privacy information given us in accordance with these regulations. 3. Abide by the terms of this Notice currently in effect. With the exclusion of certain specific exceptions described below, you have the absolute right to the confidentiality of your therapy unless your counselor has your **written permission** to inform or consult someone else. You can change your mind and revoke that permission at any time. Here are some of the following exceptions:

1. If your counselor needs to share with another health care professional regarding your health care treatment such as a referral to a physician. We will try to contact you regarding the management of your health care with others.

2. When your counselor consults with parents regarding minor children or adolescents, information regarding sessions will only be shared if the welfare of the minor requires such information to be disclosed. This will be done in most settings with the minor and parent or guardian and therapist.
3. When providing diagnostic information for you to file insurance. Any personal information or diagnosis provided to insurance companies is not held to the same confidentiality and may become part of your insurance record.
4. When making appointments or getting reminders of appointments or collecting payments with office personnel and counselors.
5. RCCA Residents, interns and coaches will consult about your case with their Supervisors, Dr. Bev Rodgers or Dr. Tom Rodgers for their own professional growth and development. The information shared in supervision or consultation will greatly benefit your treatment and will be dealt with the utmost respect for your privacy.

We may disclose your PHI Personal Health Information for a number of circumstances **in which you may not give consent or otherwise agree or object to the sharing of your PHI**. The following are legal exceptions to your right to privacy and situations in which your PHI Personal Health Information may be shared.

1. When required by law for judicial or administrative proceedings.
2. When the use of your disclosure relates to correctional institutions or other law enforcement agencies.
3. If court ordered for legal proceedings.
4. If your counselor believes that you are in imminent danger of harming yourself or someone else they may legally break confidentiality and call the police. The use and or disclosure of your PHI may be used to avert, prevent or lessen a serious and imminent threat to your health and safety or that of another person or the public. If you threaten to harm yourself or someone else, we are obligated to take whatever actions necessary to protect any involved people, organizations or agencies from harm. This includes the obligation to warn anyone who may be harmed by your behavior. This is a responsibility we take very seriously and will only happen if it is assessed that the danger is deemed unavoidable and imminent.
5. If your counselor has good reason to believe that you are abusing or neglecting a child or vulnerable adult, or if you give your counselor information about someone else who is doing this, he or she is obligated by law to inform Child Protective Services and Adult Protective Services immediately

Methods of Payment: We accept personal checks, cash, Visa, MasterCard and debit cards for your convenience; however a 3% service charge will be included to cover the cost of use. For ease and to keep administrative costs low, we do require that a credit card number be kept on file to charge for appointments missed without appropriate notice. We keep your credit card information confidential in accordance with Security Compliance Regulations. We will follow up with you when running the credit card number. You will receive a receipt upon request for fees paid. There will be a \$25 fee for returned checks, and a \$10 fee for all invalid credit cards.

Minors: In the case of a minor who may have individual sessions, parents may legally access the child’s file but discretion is advised in order to encourage your child’s open sharing with the therapist. Consent from all custodial parents is required before treatment.

Duration of Counseling: The length of time someone spends in therapy depends on one’s issues, circumstances and rapport with the therapist among many other variables. It can vary in many ways. If you desire to stop counseling for any reason it is important to discuss this with your counselor or coach before you make this decision. However you do have the right to end counseling at any time and are not required to provide an explanation to your counselor. You may also refuse any requests or suggestions made by your counselor or coach. If you do desire to re-enter counseling know that the counseling office is open to you at anytime.

My signature below shows that I understand and agree to treatment under these conditions.

 Signature (Parent or Guardian for a Minor) Date: _____ Client #1

 Signature Date: _____ Client #2

 Counselor Signature Date: _____