

## Authorization for Services – Policies & Informed Consent

As a Licensed Professional Counselor it is assumed I do therapy. I do, but I also do a lot more than that. My training in trauma and sex therapy, gender questioning, biblical counseling, Christian education, and many more areas, I am here to serve you and your family.

- ✓ I offer Professional Sex Therapy services.
- ✓ I offer Professional Counseling services, including marriage counseling, family therapy, and more services under the Counseling umbrella (definitions below).
- ✓ I offer Life Coaching and Executive Coaching services (see definitions below).

### **Focus - Time Frames**

**Counseling** looks at the past; **Coaching** looks at the future. Both **Counseling** and **Coaching** focus on how to make the present time a productive asset to one's life. Although many people could benefit from **Counseling** for several years to completely heal from their past hurt, **Coaching** offers a goal-oriented approach towards life. Both **Counseling** and **Coaching** have the client in mind. The ultimate goal is to enable clients to become the best that they can be.

### **Counseling & Coaching Defined**

"Therapy is about uncovering and recovering, while **coaching** is about discovering."

"**Counseling** focuses on moving people from a state of dysfunction to one of being functional. But there are many people who are very functional, yet maybe not highly functional or achieving their full potential. The only place they could turn is the self-help section of the bookstore. **Coaching** provides an alternative."

Progress is often slow and painful in **counseling**, but it is typically "rapid and usually enjoyable" in **coaching**.

Clients who seek **coaching** aren't usually coming with a dysfunction or because they are in pain.

**Counselors** focus on prevention, maximizing emotional health and achieving peak performance.

The difference is that **counselors** also have the additional training to help clients when things are not going so well."

The International Coach Federation (ICF), which claims to be the largest coaching credentialing and support organization in the world, defines coaching as

"partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential. Professional coaches provide an ongoing partnership designed to help clients produce fulfilling results in their personal and professional lives. Coaches help people improve their performances and enhance the quality of their lives. Coaches are trained to listen, to observe and to customize their approach to individual client needs. They seek to elicit solutions and strategies from the client; they believe the client is naturally creative and resourceful. The coach's job is to provide support to enhance the skills, resources and creativity that the client already has."

"Coaching is more focused on the present and the future."

"Through coaching, clients can learn how to use healthy and helpful ways of navigating through life."

"Coaching has a role, a narrower focus than counseling."

"It helps clients set manageable goals and reach them, especially someone who doesn't know where to start or how to tackle a big change in their life."

"If you are ill, see a counselor. If you are focused on prevention and maximizing your emotional health, see a coach."

<http://ct.counseling.org/2008/12/counseling-vs-life-coaching-2/>

### **A Professional Relationship**

While we work together, our sessions may be very intimate psychologically. From what was described above, I am trained as a counselor, and have the heart of a pastoral counselor, and the desire to come alongside you and your family as a life coach. I am honored to serve you.

Services can be scheduled face to face, or via distance (phone or video). Feel free to leave messages for me at 503-589-8124 and I will return your call as soon as possible. Email is the best way to reach me and schedule appointments and ask questions. If you experience a mental health emergency, obtain crisis services by calling 911 and/or by going to a nearby hospital emergency room.

### **Effects of Services**

Please feel free at any time to initiate a discussion of possible positive or negative effects of entering, not entering, continuing, or discontinuing services. While benefits are expected, specific results are not guaranteed. My services are of personal exploration and may lead to major changes in your life perspectives and decisions. These changes may affect significant relationships, your job, and/or your understanding of yourself. Some of these life changes could be temporarily distressing. The exact nature of these changes cannot be predicted. Together we will work to achieve the best possible results for you.

### **Client Rights**

Some clients achieve their goals in only a few counseling sessions; others may require months or even years of services. As a client, you are in complete control and may end our relationship at any time, though I do ask that you participate in a termination session. You also have the right to refuse or discuss modification of any of my techniques or suggestions that you believe might be harmful.

I assure you that my services will be rendered in a professional manner consistent with accepted legal and ethical standards. If at any time for any reason you are dissatisfied with my services, please let me know. I am here to serve you and work along side of your needs and goals.

### **Referrals**

I recognize that not all conditions presented by clients are appropriate for treatment by Dr. Gilbert. For this reason, you and/or I may believe that a referral is needed. In that case, I will provide some alternatives including programs and/or people who may be available to assist you. A verbal exploration of alternatives to counseling or coaching services will also be made available upon request. You will be responsible for contacting and evaluating those referrals and /or alternatives. Certain aspects of treatment may require evaluation through psychological testing or medication. In such cases, a referral to a psychiatrist or medical doctor may be made. Ongoing dialogue with these professionals would be maintained to manage the counseling process effectively.

### **Fees**

**Counseling services - \$150** per one-hour session. I agree to provide counseling services for you.

If the fee represents a hardship to you, please let me know prior to our first meeting. A sliding scale based on your family gross income can be considered.

**Coaching services** are billed in monthly packages including access to me via email and other services, and regular contact via distance services (phone and/or video).

An invoice will be emailed to you following each appointment with a link to pay via STRIPE. Visa, Mastercard, Cash or personal checks made out to "*HealingLives, LLC or Dr. Corey Gilbert*" are acceptable for payment as well.

I am unable to file for reimbursement from health insurance companies. You may request the required information be given in order for you to follow up with your insurance provider (when receiving professional counseling services) if desired.

If you become involved in litigation that requires my participation, and due to the complexity and difficulties of legal involvement, I charge *double* my session rate per hour for preparation for and/or attendance at any legal proceedings.

The average session is 1.5 to 2+ hours.

A free 15 minute consultation is meant to determine if I am the best fit and can serve you well, and it what capacity.

Our initial session will be a minimum of 2 hours billed at **\$200**.

Termination sessions can range from 30 minutes to a full session (billed accordingly).

Intensive Therapy sessions are billed in discounted packages (discuss this with Dr. Gilbert if interested).

### **Cancellation**

In the event that you will not be able to keep an appointment, please notify me at least **24 hours** in advance, whenever possible.

**Failure to do so will result in you being billed your normal rate for the missed session.** If you intend to discontinue counseling, please inform me immediately so a termination session can be scheduled and your case closed.

Dr. Corey Gilbert, PhD, LPC, PA-ABCST, CFTP  
Professional Counseling, Coaching & Speaking Services  
HealingLives, LLC

**Format**

**Counseling** Sessions are typically 1-3 hours in length. Most will be weekly and will last between 45 to 50 minutes.

**Coaching** Sessions are typically weekly or bi-weekly and can last between 30 minutes to an hour.

**Couple Sessions** tend to be 2+ hours in length at the beginning, tapering to 1 hour a week, then 1 hour every other week, then once a month. These double or triple sessions can be billed at a reduced fee. These longer sessions have been shown to have tremendous results in a shorter amount of time.

Couples may also choose the **Intensive Therapy** option, typically occurring on four consecutive days or over a weekend in the morning or afternoon. Please feel free to discuss these options more with me if you would like more detail.

**Records and Confidentiality**

All of our communication becomes part of the clinical record. Adult client records are disposed of seven years after the file is closed. Minor client records are disposed of seven years after the client's 18th birthday. Most of our communication is confidential, but the following limitations and exceptions do exist: a) I am using your case records for purposes of supervision and professional development. In such cases, to preserve confidentiality, I will identify you by first name only; b) I determine that you are a danger to yourself or someone else; c) you disclosed abuse, neglect, or exploitation of a child, elderly, or disabled person; d) you disclose sexual contact with another mental health professional; e) I am ordered by a court to disclose information; f) you direct me to release your records; or g) I am otherwise required by law to disclose information. If I see you in public, I will protect your confidentiality by acknowledging you only if you approach me first.

In the case of marriage or family counseling, I will keep confidential (within limits cited above) anything you disclose to me without your family member's knowledge. However, I encourage open communication between family members and I reserve the right to terminate our counseling relationship if I judge the secret to be detrimental to the therapeutic progress.

**Informed Consent**

Clients usually enter counseling or coaching because they seek some positive benefits. These services have some risks as well as benefits. Just talking about your history and concerns can have both positive and negative effects. I want to inform you of the possible risks as well as the potential benefits as you begin. Signing this confirms your understanding of the limits of confidentiality, the risks and benefits of verbal therapy, and the expectations of you as a client.

**Potential Benefits**

- ✓ **Improved understanding of self and others.** The objective viewpoint of the therapist helps many clients better understand their own feelings and behavior as well as those of others.
- ✓ **Progress toward defined goals and objectives.** We work together to set specific goals and objectives. A way is usually identified to measure progress toward those goals. Most clients can clearly identify the changes in thinking, feelings and behaviors.
- ✓ **Greater sense of control over moods and behavior.** As clients measure progress and identify the tools used to make headway, they often gain feelings of power over moods and behavior.
- ✓ **Improved self-esteem.** With greater self-control, clients often improve their self-concept. Confronting and managing one's difficulties often leads to improved self-esteem.
- ✓ **Improved self-assertion.** Many clients increase their ability to assert themselves. As self-esteem and feelings of self-control improve, they feel more able to stand up for their own rights without infringing on the rights of others.
- ✓ **Improved relationships with others.** By reducing unwanted behaviors and increasing more desirable behaviors, clients often improve relationships with family members, co-workers and friends.
- ✓ **Improved capacity for independence.** Prior to my services clients may have depended on others for their sense of well-being. The goal is an increased ability to meet one's own needs.

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**Potential Risks**

- ✓ **Lack of progress.** Some clients do not appear to improve in therapy. For example, depression or anxiety may become worse. I will monitor your progress with you to determine if this happens and to plan alternatives should this occur. In some cases I may recommend a different form of care or may suggest care by another provider or provide referrals to other providers.
- ✓ **Upsetting insight.** Our work together may lead to insight into your own behavior or the behavior of others that is upsetting. Some clients later on wish they had not discovered some things about themselves or others. Of course, once you are aware of new information, there is no going back. I will monitor your feelings with you and discuss these concerns if they arise.
- ✓ **Feelings of distress.** Discussing personal concerns can be upsetting by itself. Clients may experience feelings of sadness, anger, anxiety, or depression in talking about their personal or family difficulties. Clients may also have bad dreams or nightmares as a result of talking about concerns. Part of our work together will involve learning to handle such feelings more effectively when they occur. I will work with you to develop coping strategies.
- ✓ **Change in relationships.** Although behaviors and moods may change in a way that the client desires, others may not like the changes and may not adjust to the changes the client makes. Improvements in client's self-esteem, self-assertion, or sense of self-control may negatively affect others. Verbal therapy can lead to conflict in marriage or other family relationships. Sexual relationships can deteriorate. Sometimes verbal therapy can lead to divorce. Therapy may also lead, in rare cases, to deterioration of relationships at work and can result in the loss of a job. In some cases the client decides to make changes in the family, to seek divorce, or to change jobs. However, other individuals with whom the client has a relationship may initiate changes when the client does not want to do so. I will work closely with you to try to anticipate such problems. However, we cannot anticipate all interpersonal conflicts that may result.

**HIPPA Notice Of Privacy Practices**

This notice describes how medical/mental health information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

Effective August 1, 2004

**Use and disclosure of protected health information for the purposes of providing professional counseling services is sometimes required.** Providing treatment services, collecting payment and conducting healthcare operations are necessary activities for quality care. State and federal laws allow us to use and disclose your health information for these purposes.

**Treatment**

Use and disclose health information to:

- Provide, manage or coordinate care to consultants, referral sources, or physicians.
- As patients give permission via "Informed Consent" form.

**Healthcare Operations**

- Use and disclose health information for:
  - Review of treatment procedures
  - Review of business activities
  - Staff training and care within our practice
  - Compliance and licensing activities

**Other Uses and Disclosures Without Your Consent**

- Mandated reporting
- Emergencies
- Criminal damage
- Appointment scheduling
- Treatment alternatives
- As required by law

By signing below, you attest that you have read and have been made aware of my rights of confidentiality as a mental health consumer. Full HIPPA Compliance Rules and Regulations are available online.

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Regarding online communications and consultations, every effort will be made to protect our communications and our sessions. It must be noted, as with all online communication, some risks may still be present. Regarding any conversations we have via email, it is best to keep communication brief, as most emails servers are not secure. All online appointments will be conducted via secure services. Every step has been, and will be taken to ensure confidentiality.

I have reviewed the risks and benefits of the services provided. I will address all unanswered questions regarding these risks and benefits. I agree to services with Dr. Gilbert with an understanding of the possible risks. I further understand that Dr. Gilbert will explain any additional specific risks and benefits associated with any particular method, goals or objectives he may recommend.

_____	_____	_____
Client name (Print)	Signature	Date

_____	_____	_____
Client name (Print)	Signature	Date

I have interviewed the above named individual(s) and have answered any questions about the risks and benefits of general verbal therapy. On the basis of my interview I have no reason to believe that he/she or they are not competent to understand the nature of verbal therapy and the potential risks and benefits that may result from it.

<u><b>Corey Gilbert, Ph.D.</b></u>	_____	_____
Provider name	Signature	Date