

Embrace Your Nature Counselling

Intake Form – Adult

Welcome to Embrace Your Nature Counselling.

We are aware that seeking counselling can be a difficult experience and that many people are nervous about coming for their first counselling session.

Confidentiality

Your visits to our Centre and the content of your session are kept in strict confidence. Our efforts to ensure confidentiality extend to support staff and include the handling of your file (which may contain case notes, records, and psychological test results). When there is a request to disclose information from your file (e.g. to another professional such as your doctor, lawyer, pastor, etc.), you will first be consulted and asked to sign a "release of information" document.

Limitations to Confidentiality

Counsellors are required by law to report to the appropriate authorities if there is physical or sexual abuse of a child under the age of 18 or if there is reason to believe a person's life is in jeopardy. If a judge subpoenas a counsellor to testify in court or to release the contents of a file, the counsellor is required to do so.

Appointments

Counselling services at Embrace Your Nature are by appointment. Sessions are 50 minutes in length, leaving 10 minutes for the counsellor to tend to your file. Since continuity of treatment is vital to therapy, we encourage you to plan ahead in scheduling your appointments.



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Homework

Your counsellor may from time to time assign you homework to be completed. The work will be considered as comprehensive to your healing journey. Please come prepared to the next appointment with home-work complete.

Cancellations and Missed Appointments

Since your counselling requires that your therapist reserves a significant amount of time exclusively for your benefit we have a policy regarding cancellations and 2 missed appointments that is fair to you, your counsellor, and other clients who need appointments. Because the appointment is reserved for you, it is necessary to charge your regular fee for appointments that are not cancelled 24 hours in advance. The only exception to this agreement is in the event of an emergency. If this is the case, please telephone us as soon as possible. Charges for missed appointments often cannot be submitted for health insurance reimbursement.

Fees

Embrace Your Nature Counselling operates on a fee for service basis. Fees must be paid in full at the beginning of each appointment unless alternate third party payment arrangements have been made in advance. The fee covers the counselling session as well as preparation time and record keeping. (Please retain receipts for insurance claims as they can be claimed as medical expenses on your income tax.) A \$25 fee will be charged for returned and NSF cheques. If extenuating circumstances require that a fee for the session is to be deferred, the fee must be paid as soon as possible or on your next appointment.

PLEASE KEEP THIS PAGE FOR YOUR REFERENCE

