

COUNSELING INSTITUTE OF TEXAS
3200 SOUTHERN DRIVE, SUITE 100
GARLAND, TX 75043
972-271-4300

It is believed that clients have the capacity to resolve their own problems with the assistance of a counselor. A counselor cannot solve a client's problems, but through counseling techniques used by the counselor, he/she can aid the client in finding his or her own answers. Counseling involves change and change is not always enjoyable. The client must be committed and active in the process of change. The purpose and goals of counseling are awareness and change. Your counselor will use various activities to help produce awareness and change including journaling, talk therapy, confrontation, role-playing and reading assigned material. At times you may feel worse before you feel better.

All counseling sessions are a private matter between you and your counselor, but there are some exceptions:

- 1) If you express intent to physically harm yourself, it will be reported to either local law enforcement officials and/or a family member. By signing this consent, you give your permission for the counselor to contact local authorities or a family member if he/she thinks there is a serious intent to harm yourself.
- 2) If you express intent to harm someone else, it will be reported to local law enforcement officials.
- 3) If you mention any type of child abuse, elder abuse, or abuse to the disabled, it will be reported to the appropriate authorities as required by law.
- 4) If this counselor is ordered by a court to release records concerning counseling with you, she will be obligated to release those records. She can also release your records if you authorize it in writing.

Counseling sessions will last 45-50 minutes and are scheduled in advance. Family Tree intakes only are 50 to 75 minutes. Your therapy time is reserved for you, please advise the front office of cancellations at least 24 hours in advance. Failure to cancel your appointment in a timely manner may result in charges. Failure to pay, give proper notice or attend a second session may result in termination.

The agency sliding scale fee is \$60 to \$100 for individual, couple or family sessions based on family size and income. There may be a small co-pay for some grants & insurance cases. There is no charge for Family Tree sessions for qualifying families. Charges are due and payable at the beginning of each session. Cash or personal checks are acceptable for payment. A \$35.00 service fee will be charged for returned checks.

Proof of insurance eligibility (ins card) must be shown at the beginning of each month. At any time, if your insurance changes, *it is your responsibility* to notify your therapist. If you fail to do so and additional charges are incurred, you will be responsible for them.

CIT assumes **NO** responsibility for children in the waiting area. Parent(s) must assume responsibility for the behavior of their child(ren). Your session can be shortened if the child(ren) behavior is disturbing to others.

IN CASE OF EMERGENCY:

Contact: _____ Relationship to client: _____

Home # _____ Cell # _____

NO WEAPONS ARE PERMITTED ON CIT PREMISES.

Your signature below indicates your understanding of and agreement to the terms and conditions stated on this form. If you have any questions, please feel free to ask your counselor for an explanation.

By signing this consent form, I give my permission to enter into a counseling relationship with a counselor. I do this of my own free will. I recognize there is no guarantee expressed or implied that my situation/condition will be alleviated by therapy and that in some cases my situation/condition may get worse before it gets better. I recognize I have the right to terminate counseling at any time.

Signature: _____ Counselor: _____

Print Name: _____

Date: _____

**Hotline numbers for emergencies: Suicide Crisis Line: 214-828-1000
Contact Crisis Line: 972-233-2233**

Report violations of the Texas Licensed Professional Counselors Act to:

**Texas State Board of Examiners of Professional Counselors
1100 West 49th Street
Austin, Texas 78756-3183
512-834-6658**