

## INFORMED CONSENT

The nature of psychotherapy – Entering into a working relationship with a therapist reflects a responsible commitment to seek psychological health and positive change. An effective therapeutic relationship is a collaborative experience between clients and therapist that is marked by respect, openness, honesty and a commitment to change. My role is to facilitate the process as you seek to make changes that you feel are important to your sense of self, well-being and interpersonal relationships.

What to expect from your sessions – During the course of treatment, you may experience both negative and positive emotions. At times you may experience emotions such as anger, guilt and sadness. I make it my responsibility to support and encourage clients in their efforts to work with and through the distressing emotions that accompany life's difficult challenges. Therapy can leave clients fatigued and sometimes distressed, and you may find it helpful not to turn to another challenging task immediately following a session. These emotions, while difficult at first, become more manageable as you progress through your treatment. At other times you may experience personal growth and insight, which may elicit more positive emotions. Both negative and positive emotions lead to increased awareness and improved quality of life.

Code of Ethics – As a Registered therapist, the Code of Ethics and the professional standards of the college of Social Workers in Ontario govern me.

Privacy & Confidentiality – You have the right to expect as much privacy as may reasonably be provided in a private office in a professional building. Sessions conducted over the telephone or Skype are conducted from my private office. All Skype sessions are encrypted to ensure privacy and confidentiality. You can read more about it on Skype's website [here](#). I am ethically and legally bound to maintain confidentiality regarding information that you disclose to me unless you give me consent to receiving and sharing information to and from other sources. You need to be aware, however, that there are some notable exceptions. Information clients disclose must be released if:

- I have reasonable concern that the client is at serious risk of harming self or someone else.
- Clients disclose that a child is at risk of abuse.
- A client reveals that he/she has been sexually abused by a registered health care provider and provides that person's name and profession.
- The clients' file is subpoenaed by a court of law.

The College of Social Workers & social Services Workers in Ontario requires that client files be stored for 10 years following termination of therapy.

Appointments – Each session is typically one hour in length unless otherwise arranged. The working component of the session is usually 50 minutes in length, with the remaining 10 minutes reserved for fee payment, booking the next appointment and recording of session notes.

**Fees & Payments** – Payment is to be made at the beginning of each session. Where there is insurance coverage available, it is solely the client's responsibility to confirm eligibility for coverage and access the funds directly if available. An invoice will be provided.

**Cancellation & No Show Appointments** – Please be advised that you will be charged the regular fee if you cancel or re-schedule your appointment **less than 2 business days** notice or fail to show for your appointment. We understand that circumstances can arise that may cause one to have to cancel with less than two business days notice. However, regardless of the circumstance we are sure that you can appreciate and understand the time required and reserved for you affects the scheduling of other clients who seek care at our office.

A \$5.00 administrative fee will be applied to your regular session rate if you decide to pay the fees using PayPal. This fee is subject to change with rate changes that PayPal makes.