

- Hergert & Associates Family Counseling Services -

**252 S. Central Avenue, PO Box 887, Marshfield, WI 54449
Ph (715) 384-7579 Fax (715) 384-8131**

INFORMED CONSENT FOR TREATMENT

The following is a summary of services provided at Hergert and Associates. The information details how we manage aspects of our services including patient confidentiality, treatment records, and the cost for services as well as how we handle missed appointments. It also will tell you about the possible risks involved in counseling, and what you can do if you have any concerns about the services we offer.

In addition to reviewing and signing this form, please read carefully and sign the bottom of the "Clients Rights" form if you agree to participate in the therapy process. Also, this form will be valid for one year and can be withdrawn in writing at any time.

Confidentiality: Federal and state laws along with professional ethical standards prohibit the disclosure of any information you provide us unless we have your prior written consent. However there are a few exceptions to this law, which are as follows:

If your therapist believes that you or someone else is in clear and imminent danger of harm, your counselor is legally obligated to inform proper authorities and others in order to help prevent this harm from occurring.

If you provide information indicating that someone under 18 years old is being abused, your therapist is legally required to notify the proper authorities.

In rare cases a court may order your therapist to disclose information about you.

If you are under the age of 14 years, your parents or legal guardian may have access to your treatment records.

It is also possible that at some point in the future you will be required by an outside agency to sign a release allowing the agency to review your treatment records. This may occur, for example, if you apply for health or life insurance, or if you apply for licensure or certification in some professions or if you apply for employment in agencies that require a security clearance.

Treatment records: Records of any services you receive at the agency are maintained in paper files locked within filing cabinets housed in a locked records room. Access to these files is limited to professional and administrative staff bound by confidentiality agreements. Also, counselors may choose to keep records of any treatment related communication with you in your file such as phone notes, copies of emails, and any personal notes/papers received during counseling. In an effort to provide you with the best possible services, your counselor may choose to consult with another therapist and/or an independent psychologist that provides consulting services to our agency. Colleagues who provide such services are subject to the clinics established confidentiality restraints.

Risks of Counseling: Research indicates that most people who engage in counseling benefit from the experience; even so, it is possible for things to get worse before they get better. For example, it isn't uncommon for people to make changes in their interpersonal relationships as a result of counseling, and such changes can sometimes be difficult. In addition, some people whom work on especially troubling issues in counseling may find it difficult to concentrate on other things immediately after their sessions. You and your therapist will work together to determine the pace and form of treatment so as to minimize the risks while maximizing the benefits.

Cost for counseling: All therapists at Hergert and Associates are preferred providers with most of the insurance carriers in our area. The initial assessment session is billed at a rate of \$185.00 and follow up sessions thereafter are billed at a rate of \$150.00 per hour (or \$160 for family/conjoint sessions). Please consult with your insurance company should you have any concerns whether the services at our agency will be covered. Also note that we are not preferred providers with Medicare or any of its subsidiaries.

Should you so desire, we will bill your insurance company for services we perform. Please be aware that you will be responsible for any deductible amounts and outstanding balance after the insurance benefits have determined their portion of responsibility. Again, if you have specific questions about what your insurance company covers, it is best to contact the customer service number on the back of your card to get specifics from them. If you need assistance in this, please discuss the matter with your therapist.

Missed appointments: Please give as much notice as possible if you have to miss an appointment. Our agency does have a policy that subjects you to a \$45.00 no-show fee. Also, if an appointment is cancelled with less than 24 hours notice, you may also be subject to this charge. If you have concerns regarding this matter, please discuss it with your therapist.

Concerns regarding our services: Should you have any concerns about the services you receive at our agency, consider addressing them with your counselor, or the director of the agency, Lisa Hergert. If this is unsatisfactory, we also have a person identified to assist with dispute resolution by the name of Jim Welch, 715-387-1638.

Client / Parent Signature: _____ Date: _____

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