

## **Client Information and Consent to Treatment/Disclosure**

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Welcome! It is my desire to assist you in making informed decisions about your treatment. As a client of psychotherapy and as a consumer, you have certain rights. Therefore, I will explain the information you are entitled to know, such as my view of the therapeutic process, and my expectations for the cooperative working agreement. Please feel free to ask questions about any of the following information.

1. **Education and Training:** I obtained my MA in Transpersonal Counseling Psychology from Naropa University in Boulder, Colorado. I am also a certified Gestalt Psychotherapist from The Gestalt Institute of the Rockies. The practice of licensed persons in the field of psychotherapy is regulated by the Mental Health Licensing Section of the Division of Registrations. The Board of Licensed Professional Counselor Examiners can be reached at 1560 Broadway, Suite 1350, Denver, Colorado 80202, (303) 894-7800. As to the regulatory requirements applicable to mental health professionals, a Licensed Professional Counselor must hold a masters degree in their profession and have two years of post-masters supervision.
2. **The Therapeutic Process:** Counseling has both benefits and risks. Benefits for people who undertake counseling often include a reduction in feelings of distress, more satisfying relationships, increased clarity and resolution of specific problems. Growth nearly always brings change, and sometimes change (even positive change) causes stress. Potential risks of counseling involve recalling unpleasant aspects of your personal history that may bring up distressing thoughts and feelings. Every effort will be made to assist you to reach your therapeutic goals. If you have any concerns about your progress or the results of your counseling experience, please talk with me at any time during our work together.
3. **General Structure of Therapy Sessions:** I do psychotherapy in weekly or biweekly sessions of 45 minutes to 2 hour periods. Length or frequency of sessions can be increased or decreased to reflect the therapy needs of the client. It should be noted that if a client arrives late for a session, he/she is still responsible for the total fee of the session.
4. **Canceling Information and Scheduling:** Client must **call** to cancel a session equal to and/or no less than 48 hours in advance or he/she will be

charged the full fee. Appointments can be made either by phone, face to face or by email.

5. **Payment:** Please call for current fee schedule. Clients may pay by cash, check, or credit cards used on Square or use Paypal on my website. Sessions can be increased or decreased as needed, wherein the cost would appropriately reflect this change. Payment is expected upon receipt of services. There is a \$20 late fee for past due payments. Phone consultations of 15-minutes or more will be charged my office visit rates.
6. **Messages:** Every effort will be made to return calls and/or emails within a 24-hour period, unless otherwise stated. I reply to emails and texts between 9-5, Mondays through Thursdays. Email is used *only* for scheduling and basic questions. Texting is used only for quick questions on scheduling & appointments. Neither Email nor texting are used to conduct therapy.
7. **Emergencies:** While my practice is not equip to handle emergencies, please either dial 911 or head to your nearest Emergency room. You may also contact the Boulder County Emergency Psychiatric Services at 303-447-1665. Please leave me a voice mail indicating you have done so.
8. **Confidentiality:** The information provided by and to a client during therapy sessions is legally confidential and will not be released without the client's signed consent. Exceptions to the rule of confidentiality apply in the following cases:
  - If I feel there is a threat of you harming yourself and/or other(s).
  - If I suspect child abuse/neglect or dependent adult abuse/neglect.
  - If legal matters are involved.
  - If there are collection proceedings.
  - If there is a court order for counseling.
  - If you become unable to take care of yourself and additional help is required.
  - If there is a Grievance Board inquiry.
  - In some cases if you are under the age of 18.

You should be aware that, except in the case of information given to a licensed psychologist, legal confidentiality does not apply in criminal or delinquency proceedings.

I am bound by confidentiality in the client-therapist relationship. That means I may not talk to anyone about our work together, including family members, unless I have your written permission, or you are under the age of 18 years. It should be noted that at 15 years of age a client can consent to his/her own treatment. There are exceptions to this mandated law as noted above. If you

have seen another therapist or psychiatrist and that information would be helpful to your work with me, you must first agree to sign a written release before I may speak with this professional.

9. **Client Rights:** The following information is provided to you in compliance with Colorado State Law. Please read the information carefully and sign below.

The Colorado State Department of Regulatory Agencies regulates the practice of both licensed and unlicensed persons in the field of counseling. Any questions, concerns, or complaints regarding counseling services may be directed to:

State of Colorado  
Mental Health Grievance Board  
1560 Broadway Street, Suite 1370  
Denver, CO 80202  
(303) 894-7766

You are entitled to information about my methods of therapy, techniques used, duration of counseling (if we are able to determine it), and the fee structure.

You can seek a second opinion from another therapist or terminate therapy at any time.

Sexual intimacy between client and counselor is never appropriate and violations should be reported to the Grievance Board.

10. **Records:** Records include identifying information, dates of sessions, an initial assessment, treatment plan, and any consultations or collateral contacts made. Your records will be stored safely with attention to your privacy. They can only be released with your written permission and direction. I may sometimes summarize the content related to the request rather than release the entire record. You will not be given a photocopy of your record, but you will be granted reasonable access. If you choose to read your record, it is my policy to be present in order to respond to any questions or confusion you may have about the recordings.
11. **Termination:** Termination will usually be agreed upon mutually, however, you are free to terminate at any time. In rare instances, it may be in my best clinical judgment to terminate services despite your wish to continue. These instances can include: treatment goals have been met, a need for special services outside the area of my competency, and/or a failure to meet the terms of our fee agreement. Should this occur, the reason for termination will be discussed with you, and you will be helped to make different plans for yourself, including a referral to a more appropriate resource.

If you have any questions and/or concerns, please feel free to ask.

My signature below indicates that I have read the preceding information and understand my rights as a client and agree to abide by the terms specified in the document.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian (if client is under 15 years of age)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michelle Frieswyk-Johnson, MA, LPC  
Psychotherapist

\_\_\_\_\_  
Date