

Patient Rights and Responsibilities

1. Make sure you are provided a professional disclosure statement indicating my training, experience, and philosophy of counseling. If you sign that you have read the disclosure, you are indicating informed consent to therapy.
2. Make sure you are provided the HIPPA statement to read and sign that you understand the privacy of your records.
3. If you are a member of Magellan, Value Options, and United Behavioral Health; make sure you are provided their copy of your rights and responsibilities or go to their web page to read a copy.
4. Take an active role by honestly sharing your thoughts, feelings, and concerns.
5. Make sure your goals are understood and that you follow through with accomplishing them.
6. Make sure you have the opportunity to participate in the Treatment Planning of how to accomplish your goals.
7. Make sure you understand the Treatment Plan. It is your pathway to success.
8. Make sure you know how to contact me in an emergency situation.
9. Make sure you are treated with consideration and respect and address with me if you feel otherwise.
10. Make sure your questions are answered. There are no silly questions.
11. Make sure you make a commitment to your success, which includes working through the tough spots, following through on homework, and being on time for your appointments.
12. Make sure that you terminate your counseling relationship before entering into arrangements with another counselor so you can have the benefit of expressing what works for you and what doesn't and you may learn of other helpful resources. Since termination is an important part of the therapy process, it will be helpful to you to discuss with me your reasons why you would like to terminate.
Also, verbal termination helps me with closing out insurance billing.

Appointments

1. Appointments are scheduled weekly, biweekly or monthly. If you would like to reserve a certain time period for several weeks in advance, please let me know.
2. If you are unable to keep your appointment, every effort should be made to cancel as far in advance as possible. Other clients may have preferred the time slot you took for your appointment and I can better organize my time when I know what to expect for the day. See Patient Check-In handout.
3. The therapy "hour" is 50 minutes.
4. The frequency of your appointments will be a joint decision, however, I strongly encourage that the first four sessions be weekly so goals can be established and we can fully develop a working relationship.

My Role as Therapist

1. Bring about awareness
2. Help define problems
3. Help develop alternatives/options/resources for dealing with challenges

Please sign below that you have read the above information.
Thank You - Cynthia Dowdy, PhD, LPC

Signature

Date