

THERAPY WITH ROBIN  
ROBIN MADDOX, LMFT  
PSYCHOTHERAPY SERVICES  
INFORMED CONSENT

Welcome to my all Collegiate small boutique practice. This document contains important information about my professional services and business policies. As you read through the document, please initial at each paragraph that you understand the information. If you have any questions, please discuss them with me before initialing. When you have read the entire document, initialed each paragraph at the highlight, and discussed any concerns, please sign the document that represents an agreement between us.

**CREDENTIALS**

           I hold a Bachelor's Degree in Psychology from Athens College, a Masters Degree in Education and a Masters Degree in Human Development and Family Studies, both from the University of Alabama. I am a licensed Marriage and Family Therapist in the state of Alabama. In addition, I hold Certificates in Gottman Couple Therapy (GCT) from the Gottman Institute and (EMDR) Eye movement Desensitization and Reprocessing from Humanitarian Assistance Programs and am trained in Hypnosis from the Milton Erickson Institute.

**PSYCHOLOGICAL SERVICES**

           My practice is a Psychotherapy offering blending traditional therapy with adolescent to adult coaching. My office is a small boutique type practice specializing in the lives of college student's. It varies depending on the personalities of the psychologist and patient, and the problems you bring forward. There are many different methods I may use to deal with the problems that you hope to address. Psychotherapy is not like a medical doctor visit. Instead, it calls for a very active effort on your part. For the therapy to be most successful, you will have to work on things we talk about both during our sessions and at home.

           Psychotherapy can have benefits and risks. Since therapy often involves discussing unpleasant aspects of your life, you may experience uncomfortable feelings like sadness, guilt, anger, frustration, loneliness, and helplessness. On the other hand, psychotherapy has

also been shown to have benefits for people who go through it. Therapy often leads to better relationships, solutions to specific problems, and significant reductions in feelings of distress. But there are no guarantees of what you will experience.

### **AFTER HOURS**

It's very common for therapist to limit outside contact during the counseling process to maintain boundaries that are necessary and essential. **However**, because the work I do with college students is somewhat different, I don't discourage my clients from contacting me by text messages for quick pieces of reinforcement. It can be a good reinforce for what we do in session. It is important to know and understand there is a change I won't be able to respond ASAP, but when I can, I will. Here are a few appropriate examples:

- We have been working on "i-statements" in session. You have formulated one to send to someone and want me to read it and give opinions.
- I ran across some content that I think is helpful to you from another therapist and I send you a screen shot of that content.
- You text me to ask for an additional appointment time because what you need to discuss is going to be too involved for a quick back and forth.
- You text me your grad pic after 3 years together (you better!)

For all emergency situations, the fastest and quickest means of help will be the DCH Emergency room (759-7111).

### **PROFESSIONAL RECORDS**

The laws and standards of my profession require that I keep treatment records. You may review a copy of your records. Because these are professional records, they can be misinterpreted and/or upsetting to untrained readers. If you wish to see your records, I recommend that you review them in my presence so that we can discuss the contents. Therefore, to further protect your privacy, my policy is to keep case notes as short as possible.

## **CONFIDENTIALITY**

**[REDACTED]** In general, the privacy of all communications between a client and therapist is protected by law, and I can only release information about our work to others with your written permission. But there are a few exceptions: If you

- threaten bodily harm to a specific person I am required by law to inform both the person and the appropriate authorities.
- are a threat to yourself.
- reveal information of abuse or neglect of a child, elderly or disabled person.
- are involved in a court proceeding and a court of law issues a subpoena, I am required to provide the specific information requested in the filing.

## **PARENTS**

**[REDACTED]** It is not unusual for parents of busy college students to make the first contact with me for their college student. However, outside of some record keeping such as a monthly receipt, it is not typical for contact to continue. Parents making contact must understand that the student has an expectation of privacy. A therapeutic relationship cannot be built without a reasonable belief trust will not be violated. I spend all my days with college students. This is my chosen demographic! I promise you there is literally nothing you can tell me that will leave me so shook I need to tell your parent without discussion with you. And remember, legally, unless it's one of the statements above, my goal is to help you work *through* it and navigate this new world as an adult.

Sometimes, parents contact me to “check in” or offer some starting information. I will not discuss any matter with your parents or give them any information without your expressed interest for me to do so.

While this written summary of exceptions should prove helpful in informing you about potential problems, it is important that we discuss any specific questions or concerns that you may have at our next meeting.

## **PROFESSIONAL FEES**

**[REDACTED]** My fee is \$136 per session. In general, sessions are around one hour. Payment is expected at the time it is held, unless we agree otherwise. Payment may be made in cash, personal check, or credit. If your account is unpaid for two sessions we may need to discuss referral to a community source.

Financial obligations are necessary parts of contracts best discussed up front. Once these rules and obligations are understood, there is rarely a problem. Think of payments of therapy as part of your and your parent's investment in your best college experience.

## **SCHEDULING**

It is imperative that you make your therapy a priority in your life. For me to cancel your appointment, would have to be an urgent unforeseen circumstance. For example, I would never make a routine doctor's appointment during your appointment time. I could however, wake up with a fever. If this happened I would work after hours to make sure you were seen that week, if at all possible. Your improvement is my top priority. It must also be yours! There may be times you are asked if you could come on a different day on a prearranged date, however these are rare occasions and you would also have the same flexibility. Preplanning and pre-notification are key!

As a habit, I send out appointment reminders the night before. If you do not get a reminder please check in with me by **text** to determine why not. Often a client saves my whole day with taking this one extra step! Being a one-person office scheduling mistakes can easily happen! I send reminders as a courtesy, only. The client is responsible for showing up at the correct appointment time.

Missed appointments with less than 28 hours' notice are billed at \$100 per session. Missed appointments **cannot** be billed through an insurance provider such as Blue Cross/Blue Shield. All clients must have a current credit card on file. With Notice the first time is grace, the second time starts the per session charge. After three missed appointments in a semester, therapy must be terminated until a time when it will work better with the client's schedule.

No Show appointments are always billed at full price of \$136.00. After two missed appointments in a semester, therapy must be terminated.

The best way to avoid paying unnecessary fees is to always let me know ASAP when you realize an appointment time is not going to work, for whatever reason. Let me see if I can help you avoid the fee. Someone could possibly trade spots with you, or I could have someone on a wait list who needs to be seen filling your spot.

Our first few sessions will involve an evaluation of your needs. By the end of the evaluation, I will be able to offer you some first impressions of what our work will include and a treatment plan to follow, if you decide to continue with therapy. You should evaluate this information along with your own opinions of whether you feel comfortable working with me. Therapy involves a large commitment of time, money, and energy, so you should be very careful about the therapist you select. If you have questions about my procedures, we should discuss them whenever they arise.

Your signature below indicates that you have read the information in this document and agree to abide by its terms during our professional relationship.

I hereby verify that I completely understand the above written disclosure statements and I agree to follow the above written policies of Robin Maddox. I understand that payment is due at the time services are provided.

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

Therapist Signature \_\_\_\_\_

Date: \_\_\_\_\_