

Art for the Heart Counseling

1000 East Walnut Street, Ste 235, Pasadena, CA 91106

626 365 12-42

Email: info@artfortheheartcounseling.com

OFFICE POLICIES AND DISCLOSURE STATEMENT

Pertains to client participation in Individual Counseling, Specialized Group, or Personal Growth for Graduate Students in Mental Health Programs

Please read and initial each section.

Art Therapy and Confidentiality of Artwork:

Art Therapy is the joining of art and psychology. The creation of art is often an emotional release and a way of communicating inner thoughts and feelings. The process of self-expression via artwork can help people reduce stress, increase self-esteem, and gain insight and awareness. During the session, there can be discussion about the artwork created, the process of creating the artwork, and the meaning of the art images to the client.

- Because art taps into different parts of the brain, subconscious and unexpected revelations often come forth. The client may feel discomfort or even be surprised at times at what is expressed. The artwork may also cause the client to view matters in a way that expands their perspective. The client is asked to let the therapist know of uncomfortable feelings so that they may receive support in the treatment.
- All artwork created during the art session is confidential and is the property of the client. Artwork will be stored securely in a locked file so that it is available for review and reflection. At termination, the client will be provided with the entirety of their artwork. The therapist will maintain notes as a way to understand issues addressed during sessions. The client has the right to view their record at any time.
- With very few exceptions, information discussed during therapy is confidential. Some important exceptions are: if there is a medical or psychiatric emergency, the client has a signed release of information form specifying the information to be released, as well as the person(s) to whom this information can be released (Release of Information Form), court subpoena for client's record, for the therapist to produce the client's chart, the therapist learns there is a serious threat to any person or self, and if there is reasonable suspicion of abuse of a child, dependent adult, developmentally disabled person, or elderly person. In those instances, the therapist is mandated to report to appropriate entities.
- Professional consultation may be sought on occasion with other licensed mental health professionals for the purpose of supporting the therapeutic work. These clinical discussions are strictly professional, confidential, and the identity of client is concealed.

_____ Client initial (or Parent/Guardian)

Social Media

- In full disclosure, the therapist does not “follow”, “friend,” nor exchange social media messaging with clients, including but not limited to Facebook, LinkedIn, Twitter, Instagram, etc., so as to not compromise client confidentiality and privacy. The therapist does not engage in close personal relationships with current or former clients and maintains the boundaries inherent in a therapist-client relationship
- Clients should be aware of the implication of posting information about their counseling online. Status updates, tweeting, or blogging about the therapy experience as a client is publicly acknowledging a therapist-client relationship and impacting right to client privacy. Clients are asked to consider any potential affect that this could have either today or in the future
- Client confidentiality is respected in public. Should a chance encounter occur in public, no information related to the therapy will be disclosed by the therapist

_____ Client initial (or Parent/Guardian)

Insurance/Payment

- Art for the Heart does not bill insurance at this time. Please refer to FAQs for detailed information and Art for the Heart Counseling website
- Payment is due before or at the beginning of each session. Clients may pay via PayPal, cash (in person only), check, money order, debit or credit card. A \$50 fee is assessed for returned checks
- Cancellation Policy: a 48 hour notice is required for cancellation of appointment. Clients may call Art for the Heart Counseling at 626 365-1242 or email to cancel at info@artfortheheartcounseling.com. A \$50 fee is applied for cancellations less than 48 hours.

_____ Client initials (or Parent/Guardian)

Minor Children in Treatment (where applicable)

- Parents/Guardians of minor children under age 14 years are required to remain in the waiting room until end of session
- Minors under the age of 13 should understand that their parent/guardian has a legal right to know what occurs in counseling. Because trust between the therapist and minor child is important to a beneficial therapeutic experience, if asked, the therapist will focus on how counseling is progressing rather than relating exactly what was said
- Parents who have shared custody are required to affirm on the consent form that they have the legal right to consent for services for their child

_____ Client Signature (or Parent/Guardian)

Client Concerns

- A client who is unhappy or dissatisfied with something that has occurred in the session is requested to speak to the therapist immediately about their feelings so that their needs can be better met. Client agrees to arbitrate any disputes that cannot be resolved between therapist-client. Refer to separate Therapist-Client Arbitration Agreement form
- The Art Therapy Credentials Board oversees the ethical practice of Art Therapy and may be contacted with client concerns: 7 Terrace Way, Greensboro, North Carolina, 27403-3660, 1 877-213-2822, email: atcbinfo@atcb.org
- The Board of Behavioral Sciences oversees the ethical practice of Social Work and may be contacted with client concerns: 1625 North Market Street Boulevard, Sacramento, CA, 95834, 916-574-7830, www.bbs.ca.gov.

_____ Client initials (or Parent/Guardian)

Termination

- The ending of treatment is best when it is a decision between therapist and client, unless there is a specific number of sessions designated. Termination usually occurs when the reason for entering therapy has been resolved, addressed, or the client has gained from the therapeutic experience to the extent possible. If termination is self-initiated, client will be provided with referral services for continued support and healing
- Clients have the right to stop, end, or terminate treatment at any time

_____ Client initials (or Parent/Guardian)

Emergency

- Art for the Heart Counseling is not an emergency crisis center. A client requiring immediate assistance should dial 911, or go to their nearest emergency room.

_____ Client initials (or Parent/Guardian)

I have read, understand, and agree to the Office Policies and Disclosure Statement.

Client name _____ Date _____

Client signature _____ Date _____

Parent/Guardian for Minor child, where applicable:

Name of Child _____ DOB _____

Name of Parent/Guardian _____ Date _____

Signature of Parent/Guardian _____ Date _____

Therapist Signature _____ Date _____