



Baylor University

BAYLOR PSYCHOLOGY CENTER

Consent for Therapy Services Adult Client

Baylor Psychology Clinic Purpose and Mission: The Baylor Psychology Clinic is a training site working with Baylor University's doctoral program in clinical psychology. Clinicians are psychology graduate students who are managed by the clinical staff. As a client of the Baylor Psychology Clinic, your clinician will provide you with the name of his or her supervisor. Along with training, we also have a service mission. The Baylor Psychology Clinic is dedicated to giving high level psychological services to the nearby public at low cost. We usually have a waiting list depending upon the availability of clinicians. If you cannot regularly attend scheduled sessions, you may be placed on our waiting list so that our clinicians may serve families who are able to attend regularly scheduled appointments. If we cannot assist you, we will attempt to provide you with some recommendations.

How work is supervised: Videotaping of sessions is routine. These tapes are used for giving feedback to the student clinicians about their work and to ensure that all work is skilled and qualified. These tapes are protected and are for private oversight only. The clinician will both view the tapes and discuss your case with his or her supervisor. In some cases, these tapes may be observed by other students and supervisor as well. All such tapes will be erased as soon as possible and upon end of your involvement at a Baylor Psychology Clinic unless you agree to the contrary in writing. These tapes are for training purposes only and are not counted as part of my medical record.

Services within a training clinic: Your clinician may share information about your treatment in case meetings and other treatment team meetings. When information is shared among clinic staff (i.e., supervisors and student clinicians), it is shared in an anonymous manner to the extent possible. But, this cannot be certain, mainly when direction of care is required. For instance, this may occur in cases where clinicians treating family members are part of the same guiding team or need to consult with each other to come up with treatment plans. Please note that while information may be shared among clinic staff, it will not be shared with other family members or friends who may be in treatment at the clinic, unless you have clearly agreed to this in writing.

Types of services: Clients seen for therapy usually follow this process:

An initial intake. The interview occurs during the first few sessions and includes an assessment and evaluation to find your specific treatment needs. This would usually include

1. meeting with you and may include meeting with any family members or important others you wish to include in your treatment. The goal of these evaluative sessions will be to see if the Baylor Psychology Clinic is able to serve your specific needs and, if so, to create a treatment plan with you. This process is different than a Psychological Assessment for other purposes. If it is found that the Baylor Psychology Clinic is not able to meet your specific needs, you will be referred to community mental health workers or agencies.

2. The rest of the therapy sessions are usually 50 minutes in length and are often weekly. During treatment, your clinician will make notes of that meeting in your treatment records. Please be aware that those notes will be available to any person or place that has legal access to your treatment record.

3. The typical length of treatment depends on your determined problems and the treatment planned. A typical treatment course includes around 12 to 16 sessions. If your treatment goals are met after fewer meetings, then you may stop sooner.

Due to the nature of this office as a training clinic, clients that require services beyond the student clinician's tenure in the Baylor Psychology Clinic will be transferred to a different clinician. Typically, this would occur when a clinician completes their time at the Baylor Psychology Clinic. Such a transfer will be discussed with you in advance. If you are transferred to a different clinician, your new clinician (and his/her supervisor) will have access to your old records and will try to review them as soon as possible when starting to work with you. But, it is also possible that you may be better served by a clinician or program other than that which can be given at this training clinic. Should it be decided that your needs would be better addressed by some other type of program, the clinician that evaluated you will discuss this with you and attempt to provide referral information for different treatment options.

Measuring change: At the Baylor Psychology Clinic, many cases include the use of outcome measures, which are short surveys given on a device such as an iPad, smart phone or computer or by paper that are finished just before or just after therapy sessions. It takes a few minutes to complete this brief assessment. This information is used by the clinician to track changes in thoughts, feelings, and behavior over time. Research has shown that both the client's treatment and the clinician's training are improved by getting this type of regular feedback. A summary of this information will be transferred to the secure health record, typically once services are complete. Normally, this information is only reviewed by the clinician and the clinician's supervisor. If the clinician is using such a measure, you are welcome to see the summary of the information yourself. Yearly summaries of this outcome data averaged across all clients will be used at the Clinic for private program evaluation purposes. This outcome data might also be used for research using large numbers of clients, but only in approved projects that have had a formal ethics review and only when the identifying information of all clients has been removed.

Confidentiality: Therapy is most useful when a trusting relationship exists between the clinician and the patient. Privacy is important in earning and keeping that trust. In some situations, your clinician is required by law or by the guidelines of his/her job to disclose information, whether or not you have agreed.

Confidentiality cannot be maintained when:

- Clients tell the clinician they plan to cause serious harm or death to themselves, and clinician believes they have the intent and ability to carry out this threat in the very near future. The clinician must take steps to inform appropriate services to prevent the occurrence of such harm.
- Clients tell the clinician they plan to cause serious harm or death to someone else, and clinician believes they have the intent and ability to carry out this threat in the very near future. In this situation, the clinician must inform appropriate services to prevent such harm, and he/she may be required to inform the person who is the target of the threatened harm [and the police].
- Clients are doing things that could cause serious harm to them or someone else, even if they do not intend to harm themselves or another person. In these situations, the clinician will need to use his/her professional judgment and consult with his/her supervisor to decide whether any services must be informed.
- Clients tell the clinician, or the clinician otherwise learns that, it appears that a child/elder/vulnerable adult is being neglected or abused--physically, sexually or emotionally--or that it appears that they have been neglected or abused in the past. In this situation, your clinician [may be] required by law to report the alleged abuse to the appropriate state protective agency.
- Your clinician is ordered by a court to disclose information.
- You are having a medical emergency while at the Baylor Psychology Clinic, during which you are unable to speak on your own behalf.

Potential Risks and Benefits of Psychological Services: Psychotherapy is intended to help improve emotional wellbeing, help changes in behavior, and improve relationships. However, psychotherapy can sometimes be emotionally tough, and the outcomes might not be as originally expected. This is normal and is something you can discuss with your clinician. Some specific risks include going through an increase in uncomfortable feelings or an increase in symptoms as hard and upsetting issues are addressed in treatment. Psychotherapy has been shown to be helpful. Psychological services involve a joint effort between clinician and client, the results of which cannot be guaranteed. For example, progress in therapy depends on many factors including motivation, effort, and other life circumstances.

Court Involvement: We are committed to giving psychological services to you in an emotionally-safe setting. To this end, we require your agreement that our plan of services through the Baylor Psychology Clinic will be strictly limited to giving assessment services. Our clinicians do not provide forensic, custody, or other court evaluations. Also, our clinicians and supervisor do not take part in court proceedings unless required to do so in accordance with a lawfully-issued subpoena. To this end, we are not able to provide services to clients seeking these services.

Fees and Payment Policy: Therapy services are charged based on a family's home income. You will discuss this rate and agree on a fee with your clinician. Therapy services should be paid to your clinician or the clinic's staff before the start of each session. You will be charged a "**failure to cancel**" fee (equal to your usual session rate) if you fail to cancel your scheduled appointment at least four hours in advance. The clinic may use and share your information to bill for your services if payment is not received.

How to reach your clinician: You can reach your clinician by calling 254-710-2470. If your clinician is in the office and available, you will be connected with him or her right away. Because this is a training clinic and your clinician is involved in coursework, research, and clinical training at other locations in the community, it is often the case that you will need to

leave a message with the clinic's staff. If you leave a message, please allow 48 hours or two business days for a return call from your clinician. If you have an emergency, you may call 911 or go to the nearest emergency room.

It is against Baylor Psychology Clinic policy for clinicians to speak with clients and their parents via email, text messaging or via any form of social media. These rules are based on the lack of privacy afforded by email, text messaging, and social media sites. Because of this policy, if you email your clinician, he/she will not respond.

Statement of consent:

Please initial after each line and sign below, agreeing to the privacy limitations:

I know my rights of confidentiality and the legal and ethical limits of confidentiality as described above. I know this decision to breach confidentiality in these circumstances is up to the clinician's professional judgment, unless otherwise noted above. _____

I know that it is not appropriate or effective to conduct assessments or treatment when an individual is under the influence of alcohol, under the influence of a mind-altering substance, or otherwise impaired. I know that if I appear to be impaired, a scheduled session may be rescheduled; should this occur, I will be charged for the original and the rescheduled appointment and actions deemed necessary by my clinician to ensure my safety will be taken. _____

I understand, that firearms or other weapons are not allowed in the clinic. If I am observed to have a weapon in my possession, I will be asked to leave the building and secure the weapon. I may be permitted to return once the weapon is secured. _____

I understand that if a client is in possession of a weapon or commits or threatens to commit a crime while on clinic premises, staff may seek the help of an appropriate law enforcement agency or report the crime. Staff may provide the law enforcement with the circumstances of the crime, the suspect's name, address, last known location, and status as a client of the Clinic. _____

By signing below, you show that you have read and understood the policies described above. If you have any questions as the assessment progresses, you can ask your clinician at any time.

Client Signature _____ Date _____

Clinician Signature _____ Date _____

