**El Paso Counseling Associates, Inc.**

**1790 Lee Trevino, Suite 601-A**

**El Paso Texas 79936**

**CLIENT RIGHTS AND RESPONSIBILITIES**

You have the right to be treated with respect regarding your concerns, and to be valued as the unique individual you are.

You and your family have the right to quality services by a highly trained professional, and to ask questions regarding the professional’s licensure, experience, theoretical orientation, and other credentials.

You have the right to confidentiality in the therapeutic relationship. However, confidentiality is limited by the following events:

* When in the therapist’s opinion, the client poses a threat to him/herself or others.
* When the client discloses emotional, physical or sexual child abuse either to him/herself or others.
* When the court issues a subpoena for testimony and/or records.
* When the therapists consults with other professionals are subject to the same confidentiality guideline.

You have the right to a treatment plan, and to ask questions regarding your therapy; rationale for techniques and interventions, diagnosis, referrals, etc.

You have a responsibility to attend all sessions, and do all outside assignments that you have agreed to do between sessions. Individual sessions will last fifty (50) minutes; group sessions will last up to fifty (50) minutes.

***In case of an emergency please call the Crisis Hot Line (915)779-1800, or call 911 for assistance.***

***YOU HAVE A RESPONSIBILIATY TO CANCEL APPOINTMENTS THAT YOU CANNOT ATTEND AT LEAST 24 TO 48 HOURS IN ADVANCE, TO ALLOW OTHERS TO BE SCHEDULED IN THAT HOUR. ANY APPOINTMENTS MISSED OR NOT CANCELED WITHIN 24 TO 48 HOURS, WILL BE CHARGED A $25.00 FEE. A RECORDED MESSAGE MAY BE LEFT BY CALLING (915)778-4243.***

You have a responsibility to pay your fee at the time of each appointment. The fee for individual psychotherapy is $125.00 for the initial visit. Subsequent session fees are $100.00.

***CO-PAYS ARE PAYABLE BEFORE YOUR SESSION BEINGS.***

You have the right to make a complaint to the Texas State Board of Examiners and Professional Counselors if you feel your therapist is in violation of counseling guidelines. Speak first to your counselor. If you are unable to resolve the problem, you can file a complaint with the board.

***I HAVE READ AND AGREE TO THE PROVISIONS AND REQUIREMENTS IN THE ABOVE POLICY.***

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 ***(CLIENT SIGNATURE) (DATE)***

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 ***(PARENT SIGNATURE) (DATE)***

 ***(REVISED 04/12)***