



## **PORT CITY COUNSELLING SERVICES INC. CLIENT CONSENT FORM**

### **COUNSELLING:**

Counselling is a confidential process designed to help you address your concerns, come to a greater understanding of yourself, and learn effective personal and interpersonal coping strategies. It involves a relationship between you and a trained therapist who has the desire and willingness to help you accomplish your individual goals. Counselling involves sharing sensitive, personal, and private information that at times may be distressing. During the course of counselling, there may be periods of increased anxiety and/or confusion. The outcome of counselling is often positive; however, the level of satisfaction for any individual is not predictable. Your therapist is available to support you throughout the counselling process.

### **CONFIDENTIALITY:**

All interactions with PCCS, including scheduling of or attending of appointments, content of your sessions, progress with counselling, and your records are confidential. No record of counselling is contained in any academic, educational, or job placement file. You may request in writing that the counselling staff release specific information about your counselling to persons you designate.

### **EXPECTATIONS TO CONFIDENTIALITY:**

- The PCCS counselling staff work as a team. Your therapist may consult with other PCCS counselling staff to provide the best possible care. These consultations are for professional and training purposes.
- If there is any evidence of clear and imminent danger of harm to self and/or others, a therapist is legally required to report this information to the authorities responsible for ensuring safety.
- Canadian federal law requires that staff of PCCS who learn of, or strongly suspect, physical or sexual abuse or neglect of any person under 18 years of age OR of a

vulnerable, dependent person must report this information to child/adult protection services.

- A court order may require PCCS staff to release information contained in records and/or require a therapist to testify in a court hearing.

**FEES AND BILLING:**

Individual one-on-one counselling \$125

Telephone and video counselling \$125

Family and couple counselling \$145

In-home Counselling for Seniors \$125

We appreciate prompt arrival for appointments. Please notify us if you will be late. Twenty-four-hour notice of cancellation allows us to use the time for others. Clients will be billed for missed appointments without giving twenty-four-hour notice. Clients have five business days to pay for services and no new sessions shall be provided until payment has been received for any previous sessions.

---

**I have read and discussed the above information with my therapist. I understand the risks and benefits of counselling, the nature and limits of confidentiality, and what is expected of me as a client of PCCS.**

---

*Signature of therapist*

---

*Date*

---

*Signature of client*

---

*Date*

---

*Signature of guardian*

---

*Date*