

PEACE COLLEGE COUNSELING CENTER
Informed Consent to Counseling
Please read prior to initial appointment

The information below provides details about some of the procedures and guidelines of the Counseling Center. Individuals requesting services are asked to read this material and sign to acknowledge that they understand and accept the conditions of service.

Eligibility for Services

Our services are available to all currently enrolled undergraduate, graduate students. If you are not yet 18 years of age, parental permission or referral from a physician is required before you can receive our services.

Staff

Licensed Professional Counselors Meredith Stokke and Whitney Johnson.

Counseling Center Services

The Center provides **short-term** counseling for personal and interpersonal concerns. Services may be provided on an individual or group basis. Individual sessions may be held on a weekly, biweekly, or less frequent basis, depending on a number of factors including our best determination of your needs plus the current level of demand for the Center's services. Individual sessions will be 50 minutes long. Determinations about the length, type and suitability of counseling are generally made during the initial interview, although these determinations are subject to later review. The Counseling Center reserves the right to determine what services to provide. **If it is our assessment that your counseling needs deserve more intensive or longer-term therapy, or require resources/competencies other than what we can provide, we will assist you with a referral to an appropriate off-campus counselor/clinic/facility.** The counselor you see for your initial session may or may not be the counselor assigned to work with you.

Confidentiality

All communications between you and your counselor are confidential and are not released outside the Counseling Center without your signed consent. Releases of information forms are available for this purpose. Your records here are **not** part of your University record and no one outside the Center has access to them. In keeping with professional standards, counselors may consult with other Wellness Center staff including the Director of Student Health, the campus physician, and/or the Director of Disability Services for the purpose of providing the best service to you. Because of the location of the Counseling Center and because of the small size of Peace College, we cannot guarantee that your involvement in counseling is confidential. If it is important to you that no one knows you are seeking counseling, we recommend and will assist a referral off campus. ***Legal and ethical exceptions to confidentiality are as follow:***

- 1) When there is clear and present danger of harm to either yourself or others, we may act on your behalf by arranging hospitalization and notifying a parent or emergency contact person;
- 2) If you disclose actual or possible current child abuse or neglect, or the abuse, neglect or exploitation of a disabled adult in need of protection, we must report the information to the appropriate department of social services;

3) If we are ordered by a court of law to release information about you.

If you are 17 years old or younger, **or** have been referred as part of a university disciplinary or administrative matter, there are further exceptions to the confidentiality policy which your counselor will discuss with you.

Because of the confidentiality of the counseling process, in the event that we need to reach you, which of these methods may we use to contact you:

(Please initial)

Phone	yes ___	no ___
Voice mail	yes ___	no ___
US/campus mail	yes ___	no ___
E-mail	yes ___	no ___

Important Information about Email Confidentiality

We cannot guarantee that your e-mail will remain confidential. We will do our best to keep your communications private. However, our university administration, like other employees, reserves the right to monitor our e-mail usage and might therefore see the text of your message. If you are in any way concerned about the contents of your e-mail being read by someone other than the person you are contacting, you should consider alternate ways of contacting us. When we respond to your e-mail, we will respond to the address from which it is sent. If you do not wish others who may have access to the e-mail account you are using to also have access to our response, please consider another means of communication.

How quickly can you expect an Email reply?

While we try to check our e-mail regularly, you have no way of knowing if one of us is unavailable due to illness, vacation, or other reasons, or if there are problems with the network itself. This means that your message may not be received immediately.

Counseling Center Client Satisfaction Survey

Every spring the Counseling Center conducts a survey of students who have used our services during the school year. Your participation is voluntary and your responses will be kept confidential. **Please initial if you are willing to receive this survey via Email.** _____

The Counseling Process

Counseling is a process by which people who are dissatisfied with some aspect(s) of their lives enter into a relationship with a trained professional in order to gain greater insight into their circumstances, and to develop more effective ways of handling/responding to their situation(s). Except in extreme cases of loss of ability to function, counselors do not make decisions for their clients. Generally, they do not give advice either. Rather, they seek to help you understand yourself and your situation more fully, so that you may see your options more clearly and make good decisions for yourself. It is useful for you to know ahead of time that the counseling process may be difficult for you – entailing emotional pain, stress and life changes. Although counseling benefits most people, there is no guarantee that it will be beneficial to you.

Just as many physical symptoms have underlying psychological causes, psychological distress can have underlying physical or medical components which need to be addressed. We may refer you for consultation to the professionals at Student Health Service or elsewhere.

You may discontinue counseling at any time. You are, however, encouraged to discuss this decision with your counselor. You may request a transfer to another counselor. You may discuss this with your present counselor or speak with the administrative assistant. In lieu of our services, you may request referral to an off campus agency or directly contact them yourself.

Appointments

Appointments can be made based on each counselor's daily availability.

IF IT IS NECESSARY TO CHANGE OR CANCEL YOUR APPOINTMENT, PLEASE DO SO AT LEAST 24 HOURS IN ADVANCE BY CALLING Meredith Stokke at 508-2505 or Whitney Johnson at 508-2504.

It is often difficult to reschedule an appointment so please keep the appointments you have made if possible. If you miss two consecutive appointments without notice your counselor may discuss with you the appropriateness of continuing counseling at this time. The Counseling Center may refuse services to students who fail to keep appointments. The Counseling Center would provide referral options in this case.

Psychological Crises

For life threatening emergencies, contact emergency services at 911.

For other crisis situations you may contact:

***Campus Security at 508-2401 who will contact the RD on-call**

***Holly Hill Charter Respond Line at 250-7000**

***Wake Med or Rex Hospital Emergency Rooms**

Wake Med, 3000 New Bern Avenue, 350-8000

Rex, 4420 Lake Boone Trail, 784-3100

Please sign below to indicate that you have read, understood, and accept the information and conditions contained in this document. Please keep the unsigned copy for your own reference.

Signed _____

Date _____

Print Name _____

Phone number where we can contact you if needed:

Email address where we can contact you if needed: