



INFORMED CONSENT FORM

Welcome to Vista – An Extensive View!

Amy Mullins, R.S.W. earned her Honours Degree in Social Work from the University of Windsor and is registered with the Ontario College of Social Workers and Social Service Workers. Amy provides a range of counselling services to the public through professional and self-referral. Before your first session, Amy would like to give you an idea of what to expect from counselling.

Confidentiality

Amy respects the privacy of her clients, holds in strict confidence all information about clients and complies with applicable privacy and other legislation. No information will be released to a third party without your written permission. At any time, you have the right to withhold or withdraw consent, or place conditions on the disclosure of your information.

There are situations, however, where Amy would be legally required to release personal information to proper authorities/and or to other persons who may be required to intervene as necessary, such as if you reveal information that indicates:

- ◆ **Any past or imminent harm or abuse to a child currently younger than 16 years of age.**
- ◆ **Any imminent threat of harm to self or to another adult.**

In addition:

- ◆ **Courts may order disclosure of a clinical file.**

While these events are rare, Amy would like to help you become aware that these possibilities do exist. Amy's overall goal is to make this a place where you feel comfortable to talk about personal concerns. Amy may also share pertinent anonymous information about certain clients within the confidential context of supervision, for the purpose of providing the highest quality care in the benefit of the clients. Finally, Amy will ensure the security and preservation of your record for a period of 7 years after the last date of service provided.



Email and Text Message Confidentiality

Every time you send a regular email or text, your messages and your privacy are at risk of being viewed, intercepted or modified by 3rd parties. Amy recommends that clients sign up for a secure email account to ensure that correspondence is kept confidential and only request appointments via text. Amy and Vista – An Extensive View accept no liability for any interference with or damage to your computer system, software, or data occurring in connection with your use of insecure email to communicate with Amy.

Risks and Benefits

There are risks and benefits to the counselling process. Counselling may involve the risk of remembering unpleasant events and may arouse strong and/or unanticipated feelings. Benefits of counselling may be an increased ability to live more effectively; improving your ability to cope with issues that arise in areas of your life such as interpersonal relationships, family, friends and career. You may also gain a better understanding of yourself, your goals and your values which will assist you in your personal and career growth. Given the nature of counselling, it is difficult to predict or guarantee any particular outcomes. However, Amy will do her best to help you experience its benefits. Amy encourages you to discuss any questions or concerns with her at any point in therapy.

Your Responsibilities

Personal commitment to counselling is crucial to success. It is important that you be active, open and honest with your counsellor. Your most important responsibility is to work toward the goals you and your counsellor have agreed upon. Seeing a counsellor is often enhanced with additional efforts made outside the counselling office. This effort can include thinking about the material covered in your sessions, monitoring the behaviours you are trying to change, or working on specific aspects of counselling such as keeping a journal, reading a book or article, or practicing a new skill.

Payment Policy

The set fee for service is \$100.00 per hour. Full payment is required upon receipt of service in the form of cash, cheque or paypal. In the event that payment is not made when due, payment will be required prior to scheduling subsequent appointments.



Cancellation and Missed Appointment Policy

Amy asks that you please call (519)791-8313 if you are unable to keep your scheduled appointment. Or, if you prefer, you may email her at amymullinsbsw@gmail.com. Please contact her at least 24 hours prior to your scheduled appointment time.

- ◆ *All appointments cancelled less than 24hrs prior to your scheduled time, or “no show” appointments will be charged a \$30.00 fee.*

Informed Consent

Informed consent for counselling services is essential and out of respect for your right to self-determination. Consent must be given voluntarily, knowingly and intelligently. You have the right to change your mind and withdraw informed consent at any time.

Statement of Informed Consent

I have read and fully understand the information contained in this document. Any and all questions I have regarding the contents of this document have been answered to my satisfaction and I would like to proceed with individual counselling.

Client Name: _____

Client Signature: _____

Date: _____