

ALICIA MUÑOZ, LPC

INDIVIDUAL AND COUPLE PSYCHOTHERAPY

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INFORMED

CONSENT

ABOUT MY PRACTICE

I am a licensed professional counselor and a certified Imago relationship therapist who specializes in helping couples move from power struggles and devitalized relationships to connection. I also work with individuals interested in reaching their personal, interpersonal, creative, and spiritual goals, drawing from a variety of therapies, including AEDP, Gottman couples therapy, psychodynamic psychotherapy, sex therapy, Cognitive Behavioral Therapy, Gestalt therapy, Eastern mindfulness practices and body-oriented therapies such as Focusing. Please visit www.aliciamunoz.com to find out more about my education, experience, training and specialties.

CODE OF ETHICS

I am committed to the professional standards and codes of ethics of the state counseling credentialing boards under whose auspices I operate. I practice in compliance with the federal HIPAA requirements with regard to your rights to confidentiality within the legal limits described in the Notice of Privacy Practices/HIPAA document (your signature below affirms that you have reviewed these documents).

SUPERVISION

I engage in supervision and consultation as part of a commitment to best practice. On occasion, with your written consent, I videotape sessions for the purposes of improving the quality of the care I provide. When your care is discussed with a supervisor, your identity and privacy are protected. Referrals to outside counseling/psychiatric services will be pursued independently. I may ask you to sign a release of information form to coordinate your care with additional providers such as medical doctors.

FEES

My fee is \$150 per 45 minute individual session and \$300 per 90 minute couple session. Payment is expected at the start of each session even when the fee is insurance reimbursable. I accept credit cards and checks made payable to Alicia Muñoz, LPC. I will provide you with a monthly statement listing that month's services, fees, payments and account balance. I will charge professional fees for evaluations, summaries of treatment, consultations, or any services requested by other professionals. Brief conversations (5 minutes) between therapist and client and scheduling-related texts and emails are included in the fees paid for routine visits. Clients will be given 1-month's notice of any increase in fees.

APPOINTMENTS/CANCELLATION POLICY

Individual counseling appointments are 45 minutes, couples appointments are 90 minutes. Once you commit to therapy with me, I reserve a regular appointment time for our sessions for the foreseeable future. If you think you may be starting to get ill, or may be unable for whatever reason to keep your appointment, call me 24 hours in advance to avoid being charged for your session. Otherwise, you will be charged for the time slot reserved for you (your signature below affirms you have reviewed the cancellation policy.)

IN CASE OF EMERGENCY

I do not provide emergency or crisis services. Should an emergency arise, please dial 911 or go to your local hospital emergency provider.

YOUR RIGHTS AND RESPONSIBILITIES

You have the right to ask me questions about your treatment if you do not understand my methods. It is your responsibility to determine whether the counseling is helpful to you. A great deal of the improvement in therapy rests on your dedication and motivation to learning new ways of relating to yourself and others. It is your responsibility to engage in homework, bibliotherapy, and workshops to expedite the therapeutic process. No promises or guarantees can be made as to the results of treatment or of any procedures provided. Please discuss any dissatisfaction or concerns you have about the course of counseling in session with me. You have the right to terminate counseling at any time.

I understand and accept these policies and procedures and I hereby consent to treatment by Alicia Muñoz, LPC.

CLIENT SIGNATURE _____ DATE _____

CLIENT SIGNATURE _____ DATE _____
SIGN PRINT