



Informed Consent

Thank you for choosing the counseling services of Molina L. Davis, MEd, LPC. This document is intended to inform you of my policies, state and federal laws, and your rights. If you have other questions or concerns, please ask and I will try my best to give you all the information you need.

About My Practice

I am licensed in the state of Texas as a Professional Counselor, license #17736. I received a Master's Degree in Education (MEd) at the University of Houston in 1998. I have gained experience in many behavioral health settings since then. My approach to counseling is to work collaboratively with you toward your goals. I have found it most effective to use techniques, educational materials, and resources that clients find agreeable to use. This means that I believe people have unique life experiences and values that will help them achieve the changes that they desire. I believe healthy living is a continuous process of adapting to life, by creating healthy goals and learning new skills to work toward those goals. I am open to using techniques that you may find helpful in session, however, my services do not include EMDR, hypnosis, or formal projective testing. I will work collaboratively with you toward your goals, while staying mindful of your cultural, health, and philosophical needs.

Before starting our counseling relationship, I will ask you to complete an intake form, to help me gain a holistic understanding of your past and present concerns. At the start and end of each session, I will ask you to use a short rating scale, which helps us to monitor your progress, and to ensure our sessions are on the right track. The number of sessions needed and length of time in counseling is determined by the progress you report to me.

In order for our work together to be successful, it is important to maintain a professional relationship. It is inappropriate to exchange or bestow gifts, to socialize, or to attend functions/ceremonies. Phone conversations are to be limited to describing services (for new clients) and setting/canceling appointments. I am willing to hold counseling sessions outside of an office setting, in a public venue, if we decide that would be beneficial to your progress.

Risks and Benefits of Counseling

You may find counseling to be distressful at times, as you discover new things about yourself. Any discomfort will hopefully lead you to the progress and change you are seeking. However, many clients do not experience growing pains during the counseling process. The success of our work together depends on the quality of the efforts on both our parts, however it is important to understand that you are responsible for life choices and changes that may result from counseling, and there can be no guarantee that there will be any benefit from our working relationship. It is important to understand the risks of couples counseling. The intentional goal of one or both partners may actually lead to divorce or breakup, depending on what is discovered in the course of counseling.

Appointments

Appointments are made by calling 512-569-7452. If you leave a voicemail, I will make every attempt to return your call within 48 hours. My appointment times are generally in the late afternoon/evening, and I have some morning and weekend availability. Please see my website for specific times.

Emergency Situations

When leaving me a voicemail, provide the best times and numbers to reach you. If you feel you



cannot wait for me to return your call, or if you feel you are in crisis, please call the Travis County Hotline at 512-472-HELP (4357).

Cancellation

Out of respect for my time and yours, we will agree to provide each other advance notice of cancellation or need to reschedule. If I don't receive advance notice that you will miss your session, you are responsible for paying that session's fee by the next visit. Your fee may be waived if we both agree that circumstances beyond your control kept you from providing me notice.

Billing and Payment for Services

The fees for counseling sessions provided by Molina Davis are as follows:

50 minutes	\$120.00	each
80 minutes	\$160.00	total
group session	\$35.00	each

Payment is due at the start of each session. Acceptable payments include cash, check, money order, or credit card. You agree to pay a \$20 charge for each returned check. Any extended or delayed payment plans must be discussed with me and approved in writing. I do not accept payment from anyone other than yourself for services rendered to you (unless it is from a legal guardian). You will be given at least 30 days advance notice in the event of changes in the appointment and/or fee schedule.

In rare and unusual circumstances, you may become involved in litigation that might require my participation in some way. You will be expected to pay for my professional time at my hourly session rate of \$120, even if I am compelled to testify by another party.

I accept a variety of insurance plans, in-network. I will accept out-of-network insurance plans, but it is important for you to understand how your benefits work. You are responsible for notifying your counselor when your benefits change, as you may no longer have the same coverage or you may owe a deductible.

You should also be aware that most insurance contracts require you to be given a medically recognized disorder diagnosis for your service to be eligible for fee reimbursement. Sometimes insurance companies will require additional information, such as a treatment plan, session notes, or in rare cases, a copy of your entire treatment record. Any information given to the insurance company will become part of their records.

Confidentiality

Discussions between clients and myself are kept confidential. No information will be released without the your written consent, unless mandated by law. Possible exceptions to confidentiality include, but are not limited to the following situations: child abuse, abuse of the elderly or disabled, abuse of patients by other health care professionals, sexual exploitation, AIDS/HIV infection and possible transmission, criminal prosecutions, child custody cases, situations where the mental health of a party is an issue, situations where I have the duty to disclose (client is a threat of harm to self or other persons), fee disputes between myself and client, a negligence suit brought by the client against me, or the filing of a complaint with a licensing board or other state or federal regulatory authority. For further information, review the Notice of Privacy Practices furnished to you, in conjunction with this document. If you have questions regarding confidentiality, you should bring them to my attention.



I sometimes consult with other mental health professionals regarding client issues, in order to provide you with the highest level of care. In these consultations I make reasonable efforts to avoid disclosing any client's identity, and the other mental health professionals are also required by professional ethics to keep such consultations confidential. Unless you object in writing, I will not normally tell you about these consultations unless I feel it important to your and my work together.

Another possible limitation on confidentiality in our professional relationship can occur when we are communicating other than within a face-to-face office session. If I return a phone call to you, there is a significant chance I will be somewhere other than in my office. To respond to you in as timely a fashion as is possible, I may return your call from a public phone, a business reception area phone, or a cellular phone. I will be as discreet as I can under the circumstances, but cannot guarantee other persons will not overhear part or all of our conversation.

Duty to Warn

In the event that I reasonably believe that you are a danger, physically or emotionally, to yourself or another person, you specifically consent for me to warn the person in danger and to contact any person in a position to prevent harm to another person, in addition to medical and law enforcement personnel, and the following persons:

Name(s)

Telephone Number(s)

This information is provided at your request for use by Molina Davis, LPC, only to prevent harm to myself or another person.

Record Keeping

Both Texas law and the ethical standards of the counseling profession require me to keep records of our working relationship. You are entitled to receive a copy of the records for a reasonable copying fee, or you can request me to prepare a summary of the records. If you wish to see your records, I recommend you review them in my presence so we can discuss what they contain. I am required to keep these records until seven years (beyond age 18) after our last professional session together; after that they may be destroyed. If I die or become permanently incapacitated my records will be transferred to the custody of the Texas Licensing Board, who will make reasonable effort to notify you, at your most recent address shown in the records, that such a transfer of records has occurred.

Complaints

If you have a grievance or complaint about my services, such as that you believe I have practiced unethically, I encourage you to first discuss your concerns with me. If you feel you must make a formal complaint, this can be done by notifying the Texas State Board of Professional Counselors, at 1100 West 49th Street, Austin, TX 78756, (512) 458-7111.

