



## **Client Rights and Responsibilities**

*Effective September 1, 2018*

### **Client Rights**

- To be treated with respect and dignity.
- To be informed about the qualifications of my therapist including her education, experience and professional licensure.
- To receive an explanation of services offered, your time commitments, fees and billing policies prior to receipt of services.
- To be informed of the limitations of the therapist's practice and areas of expertise.
- To have all that you say treated confidentially and be informed of any state law that places limitations on confidentiality.
- To ask questions about the counseling techniques and strategies used, and be informed of your progress.
- To participate in setting goals and evaluation progress toward meeting them.
- To be informed of how to contact the therapist in an emergency situation to request a referral for a second opinion at any time.
- To request reports to be used by other counseling professional or medical providers.
- To contact the appropriate professional organization if you have doubts or complaints relative to the therapist's conduct.
- To terminate the counseling relationship at any time.

### **Client Responsibilities**

- Set and keep appointments with your therapist. Let her know as soon as possible if you cannot keep an appointment.
- Be an active participant in your counseling by helping determine your goals and following through with these goals.
- Keep your therapist informed of your progress toward meeting your goals.
- Terminate your therapy relationship before entering into arrangements with another therapist.