

Informed Consent

Jenny Dooley M.Ed. LMHC CPTT

New Life Counseling Center PLLC

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Counselor Information:

I am a Washington State Licensed Mental Health Counselor (LH 60822767). I provide counseling services to individuals, couples, children, and adolescents. I earned a BASW (Social Work) from the University of Washington (1985) and an M.Ed. in Counseling from the University of Puget Sound (2012). I completed an MA in Spiritual Formation (2020) and a Doctor of Leadership (2025) at George Fox University-Portland Seminary. I have counseled women, children, and families in cross-cultural settings for more than 30 years.

Approach to Treatment:

I take a warm, caring, non-judgmental, and hope-filled approach to treatment with my clients using person-centered, emotion-focused, and existential models. I am a trauma-informed counselor and sensitive to the cultural, spiritual, and family backgrounds of my clients. I enjoy exploring what makes each individual unique. I strive to provide a safe environment for my clients to explore sensitive topics, tell their stories, and discover their strengths as they overcome challenges and meet their goals.

I'm a Certified Partner Trauma Therapist (CPTT) with IITAP, The International Institute for Trauma and Addiction Professionals.

I currently see clients online only using the secure Simple Practice platform.

Mental Health Care Records: The Health Insurance Portability and Accountability Act (HIPAA) mandates how I use and maintain your Protected Health Information (PHI.) The following sections explain the limits to confidentiality, how your clinical records are used, and your rights to them.

Confidentiality:

The information shared with me will remain confidential and will not be shared with anyone without your written consent. However, there are certain limitations to confidentiality, which I'm required by law to disclose without your consent or authorization. These limits include: (1) perceived risks to commit serious harm to yourself or others; (2) information indicating the abuse of children or a vulnerable adult; (3) valuable information in the event of a medical emergency; and (4) an order from a court of law to disclose information from your clinical record.

Occasionally, I may consult with another experienced licensed counselor regarding your case to provide you with the best possible services. Your name will not be used. If you are coming with a family member or spouse, please note that individual sessions are confidential and separate from couple or family sessions. However, I encourage honest and appropriate disclosure for couples seeking marriage counseling.

Health Care Records:

I keep Protected Health Information about you in the form of the intake form you fill out during the first session and my clinical case notes. Clinical case notes include general topics discussed during our session. The treatment plan, progress toward goals, and any homework assigned are noted.

Patient Rights and Uniform Health Care Information Act:

HIPAA provides you with expanded rights concerning your clinical records and disclosures of Protected Health Information. Washington State Law mandates that you have the right to request, amend, restrict, and disclose your protected health information. These records are yours. However, they are best reviewed with me or another trained counselor. A small fee for the release and copy of your records will be charged. I can deny access to your healthcare information if I reasonably conclude that the information would be injurious to your mental health. Your records are kept secure and confidential.

Appointments and Cancellations:

Appointments can be made via phone or at the end of last session. My online hours are Mondays through Wednesdays 3pm-8pm Pacific Time via the Simple Practice platform or Zoom. A commitment to counseling is key to reaching your goals. I will work with you to find a set appointment day and time. Please inform me 24 hours in advance of a cancellation. For no-shows or late cancellations, the full session fee will be charged.

Fee Information and Payment Policy:

Individual sessions:

1-hour session (50 minutes) = \$150

75 minute session = \$180

Group Therapy: 90-minute session = \$50

Fees are to be paid by major credit card at the time of service. Surcharges will be applied.

Insurance: I do not take insurance at this time. I can provide a superbill at the end of the month.

Notice to Clients:

Your signature below indicates that you have read this document, agree to its terms, and consent to mental health counseling services. It also serves to acknowledge that you have been advised of your rights according to HIPAA and understand the limits to confidentiality and fees for services rendered.

Client(s) Name (Print)

Client(s) Name (Signature) Date

Jenny Dooley M.Ed. LMHC CPTT (Signature) Date