

## New Client Information Policy Statement and Informed Consent for Treatment

### Professional Disclosure Statement

#### **HOURS OF OPERATION**

Monday through Friday by Appointment Only  
Hours and Days are Subject to Change

**Pilgrimage Pastoral Counseling**  
Rev. Linda Baumheckel  
Westfield, IN 46074  
317-902-9817

#### **PROFESSIONAL AND EDUCATIONAL QUALIFICATIONS**

Master of Divinity in Theology from Perkins School of Theology at Southern Methodist University, Graduate Certificate in Pastoral Care from Perkins School of Theology, 1 Year Residency in Clinical Pastoral Care – Chaplaincy Training, Board Certified by the National Association of Christian Counselors, Studies in Family Systems Theory, ordained clergy affiliation with the United Methodist Church, and served 9 years in congregational leadership as Senior Pastor with related Pastoral Care.

#### **GENERAL INFORMATION**

As a pastoral counselor our session includes sensitivity to your religious beliefs and faith perspective. Your counseling may also include spiritual direction as requested.

Therapy naturally involves activities such as identifying emotions and perhaps secrets. Decisions to disclose will be made by you except where mandated by law. Discussing issues will naturally create discomfort. Your participation is essential towards helping you address your concerns. All form of dual relationships with client and counselor, such as business ventures and sexual intimacy are prohibited.

Counseling is about you. Pilgrimage Pastoral Counseling wants you to be very satisfied with your counseling experience. There are no guarantees that all client concerns and/or problems will be successfully resolved in any given time frame. It is about a relationship and building trust on the journey. The counseling process has benefits and risks and yet can be beneficial in many ways. We will strive to work together to reach personal goals, to attain resolution, to affect healing from emotional pain, for relief of symptoms and for personal and spiritual growth. In the process of working through the issues, unpleasant emotions may arise that may cause emotional stress and disruption in other areas of life. This can be a part of any process of change. While positive gains are anticipated, there are no certainties involved with counseling.

#### **APPOINTMENTS AND FEES**

The cost for a single private individual session is \$125 for 50 minutes. If you are unable to pay this amount, we can discuss an income-based fee per a sliding scale. Pilgrimage Pastoral Counseling does not want ability to pay to keep you from getting the help you seek.

**PAYMENTS FOR SERVICES:** Fees are payable by cash, Zelle, Venmo or check. We do not accept or process insurance or credit/debit cards. Payment is expected at the conclusion of each in-person session and prior to video or phone sessions.

**PROMPTNESS:** Clients are asked to arrive 10 minutes prior to a session. If a client is late for their appointment, they will be charged their same session fee for the minutes which remain in their session.

**CANCELLATION POLICY:** If an appointment is missed or cancelled with less than 24 hours notice you will be charged for that appointment before another appointment can be scheduled.

**PHONE CALLS:** Pilgrimage Pastoral Counseling does not have “on-call” 24 hour emergency phone service. If an emergency occurs, call 911. Otherwise, feel free during weekday business hours to leave voice messages and/or text. Calls will be returned as soon as possible.

**CONFIDENTIALITY:** What you say in a counseling relationship is protected by law and professional ethics. Pilgrimage Pastoral Counseling will work hard to protect your legal rights to privacy under the law. Legal exceptions include revealing intent to harm yourself or others, information about an abused child, dependent adult, or a court subpoena for records. I am permitted by law to confer with other healthcare practitioners without your consent for purposes of supervision if I determine I need additional assistance in your client care. In such a circumstance, your name or personal identity is not disclosed.

**VIDEO COUNSELING CONFIDENTIALITY:** Regardless of how our sessions are conducted, be it video, phone or in person, confidentiality will be maintained on my end. It will be your responsibility to safeguard your privacy on your end.

**LEGAL PROCEEDINGS:** Your counselor does not provide testimony in legal proceedings. Because I am an ordained minister, I can provide two levels of confidentiality privilege: counselor/client and clergy/client privilege. However, if you choose to subpoena your counselor, you agree to pay for any required preparation time, for time spent out of the office and for travel at a charge of \$175 an hour.

I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION AND  
GIVE CONSENT TO BEGIN WITH PILGRIMAGE PASTORAL COUNSELING.

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Client Signature

Date

