

Julia S. Munson, L.C.S.W.

Name _____ Date _____

Address _____
Street City Zip Code

Phone _____
Home Work

Cell

E-Mail Address _____

DOB _____ Employer _____

Previous Therapy - Dates/How long? _____

Current Medications _____

Reason(s) for Seeking Therapy/Coaching _____

Referred By _____

Policies

Appointments and Fees

All services are arranged by appointment by calling (303)986-8660. Sessions are 50 - 60 minutes in length.

Payment is expected at the time of service. I accept cash or checks made out to
Compassionate Therapy Institute

You will be charged for any sessions that you do not cancel within twenty-four (24) hours of your scheduled appointment.

There is no charge for an occasional phone call between sessions that is no longer than 10 minutes. Longer calls will be pro-rated based upon my hourly fee.

It will be necessary for me to raise my professional fees from time to time. In this event, you will be informed one month prior to any increase.

If you elect to use your health insurance to cover a portion of your outpatient treatment, you are still responsible for the full payment. Upon request, I will provide you with a statement which you may submit to your insurance company for reimbursement.

When I am out of town, I have emergency coverage through a group of professional therapists. Should you need emergency services, simply call my phone number and you will be instructed who to contact. Confidentiality may be broken in this case should I need to inform the on-call therapist of special concerns regarding your case. In signing this form, you are giving me permission to share information with an on-call provider.

Your Rights as a Client

During the course of our work together, you may at any time ask me about the methods, techniques and theories I rely on. You may also raise any questions regarding my fee structure or any other personal concern you may have. You may obtain a second opinion from another professional. You also are free to terminate our professional relationship at any time.

I have a Master's Degree in Social Work from the University of Kansas (1982) and a Bachelor's Degree from Michigan State University (1978).

I am a Licensed Clinical Social Worker in the state of Colorado - License #989797

Except in the case of supervision and emergency on-call situations, any and all information disclosed to me during our work together is strictly confidential. The following cases are also exempt from confidentiality: disclosure of suicidal feelings, homicidal feelings, child abuse and/or neglect and any suspected threat to national security.

Sexual intimacy is never appropriate in a counseling relationship. Such indiscretion should be reported to the Grievance Board at:

Department of Regulatory Agencies
1560 Broadway, Suite 1350
Denver, Colorado 80202
303-894-7800

Additionally, the State of Colorado requires that I inform you of the requirements for different types of mental health professionals. Licensed Professional Counselors, Licensed Clinical Social Workers and Licensed Marriage and Family Therapists must hold a master's degree in their chosen professional field and have two years of post graduate supervision. A Licensed Psychologist must hold a doctorate degree in psychology and have one year of post doctoral supervision. A Licensed Social Worker must hold a degree in Social Work. A psychologist candidate, a marriage and family therapist candidate and a licensed professional counselor candidate must hold the necessary licensing degree as well as be in the process of completing required supervision hours towards licensure. A Certified Addiction Counselor I (CACI) must be a high school graduate and complete required training hours and 1000 hours of supervised experience. A CAC II must have a clinical master's degree in behavioral health and complete additional required training hours and 2000 hours of supervised experience. A Licensed Addiction Counselor must have a clinical master's degree and meet CAC III requirements. A registered psychotherapist is registered with the State Board of Registered Psychotherapists. No degree, training or experience is required of them.

I have been informed of Julia Munson's degrees, credentials and license as a therapist. I have read the preceding information regarding policies and my rights as a client. I agree to adhere to the policies by signing below:

Signature

Date