

CLIENT DISCLOSURE STATEMENT

Gretchen D. Woosley, MSW, LCSW

I am pleased that you have chosen me as your psychotherapist. This document is designed to inform you about my background and to provide you with information about my practice.

I am a Licensed Clinical Social Worker and hold a Master of Social Work with a specialization in mental health from the University of North Carolina at Chapel Hill. I have been practicing since 1986. Throughout that time I have worked in family service agencies, mental health centers, elementary schools, and taught in a graduate social work program. My focus has always been to help families improve their functioning so that all members of the family can grow to their full potential.

Therapeutic Services Offered

I provide family and individual psychotherapy with a special focus on work with women and children. My work with children almost always requires inclusion of the parents/caregivers in treatment. This requirement is based on my belief that parents can offer the therapist invaluable information about the child since they usually know the child better than anyone else. Also, I believe that the most progress can be made with children if their family is included in the process. This belief is based on a systemic approach to family treatment where each member of the family contributes to the function of the family and any change that affects one family member is likely to affect the other member as well. When working with children, my approach most often is to use play therapy. Initially, I use a non-directive approach and may then move to a more directive approach.

When working with adults, I focus on building upon strengths for meeting life's challenges. Relationships are a major source of strength and support. Psychotherapy can be a challenging process. Sometimes, clients feel their situation gets worse before it gets better. I do not take on clients whom, in my professional opinion, I cannot help using the techniques available. In that situation, I will assist you in finding another professional with whom you may find the help you need.

Confidentiality

Generally, I will tell no one what you tell me. The privacy and confidentiality of our conversations, and my records, is a privilege of yours and is protected by state law and by my profession's code of ethics, in all but a few circumstances. There are a few situations in which I cannot guarantee confidentiality: (1) when I believe you intend to harm yourself or another person; and (2) when I believe a child or elder person has been or may be abused or neglected. In some circumstances, therapists can be ordered by a judge to release information, or services may be court ordered. I will inform you in advance if this is the case. Other limits on confidentiality include the following:

- I may occasionally find it helpful to consult about a case with another professional. In these consultations, I make every effort to avoid revealing the identity of a client. The consultant is also legally bound to keep the information confidential.

- Disclosure required by health insurers or to collect overdue fees.
- If the child that I am treating is in the custody of Youth and Family Services they will expect updates on my work with the child and other family members involved in the treatment.
- I contract for accounting services. I have formal business contracts with these businesses in which they promise to maintain confidentiality.
- If you are between the ages of 14-18 please understand that while most of the specific things you tell me will be treated as confidential because that would assist in your treatment, your guardians do have the right to general information on some important life issues and on how your therapy is progressing so they can make informed decisions. We will address this together.
- In cases where I treat several members of a family (parents, children) as subgroups of the treatment unit, confidentiality can become complicated. If this arises, you will be asked to sign a “no secrets” agreement.
- If you want me to send information about your therapy to someone else, you must sign a release.
- I will try to insure confidentiality when sending a fax, but errors are made for which I cannot be responsible.
- In an emergency, where your life or health is in immediate danger, I may release, to another professional, information that would protect your life, without your permission if necessary. If I do so, I will discuss this with you when possible afterwards.

Meetings

I normally conduct an evaluation that will last 2-4 sessions. During that time we will decide if I am the best professional to help you meet your goals. If we decide to work together, sessions will typically last 50 minutes. Appointments with children will occasionally be shorter. How often we meet will be based on your or your family’s needs. An appointment is a contract between us. We will schedule sessions for our mutual agreement. Once an appointment is scheduled, you will be expected to pay for the time you have reserved unless you provide 24 hour advanced notice of cancellation. Please note that insurance companies do not reimburse for missed or cancelled sessions.

When scheduling appointments for children, please be mindful of scheduling at a time of day when the child will be able to make best use of our time together. A child that is tired or hungry is likely to be distracted. Morning appointments usually are best for preschoolers. Please make sure children have been fed and have used the rest room prior to our appointment time. Children must be accompanied by an adult who waits for them during their session.

Fees/Method of Payment

Initial consultations are \$135 and the fee for a regular session of individual or family therapy is \$120. Payment is due at the end of each session. Payment should be in the form of cash or personal checks. Credit, debit or HSA cards are not accepted.

Some insurance providers will reimburse for my services and others will not. Some require a deductible be met prior to any reimbursement. You should contact your insurance company for an explanation of benefits. Please remember that you are responsible, not your insurance company, for payment of fees.

Health insurance companies require that I diagnose your mental health condition and indicate that you have an “illness” before they will make a reimbursement. Any diagnosis will become part of your permanent insurance records. For this reason, many clients prefer to pay out-of-pocket, rather than file with their health insurance.

Gretchen Woosley, MSW. LCSW

Client Signature

Date

Date