



Christian Counseling Center of Bartlett, LLC
6385 Stage Road, Suite 1
Bartlett, TN 38134
Consent Form

Welcome! The Christian Counseling Center provides counseling to individuals seeking to find solutions for a variety of issues. **Keith Fussell** is licensed by the state of Tennessee as a professional counselor/mental health service provider and also as a marriage and family therapist. Keith has a master's degree in counseling from Harding School of Theology. **Leanne Braddock** also has a master's degree from Harding School of Theology and is also licensed as a marriage and family therapist. **Landon Self** has a master's degree from Freed-Hardeman University and is a licensed professional counselor/mental health service provider. **Jen Farmer** received her master's degree in counseling from Harding School of Theology. She is in clinical supervision with Keith Fussell. **Sherri James** received her master's degree in counseling from Freed-Hardeman University and is under clinical supervision with Keith Fussell. **Jermaine Shorter** received his master's degree in counseling and is in clinical supervision with Keith Fussell. Graduate students who are supervised by their professor and Keith may also be used from time to time. All counseling done at the Christian Counseling Center is essentially Christian in orientation. Nothing is ever done to discourage faith in God and in His word. In fact, Scripture may be an integral part of the counseling process.

What you should know about counseling: Therapy can last from one to two sessions to sessions over several weeks. You and your therapist will determine goals and a projected counseling strategy and plan within the first session. Most people find therapy very helpful. However, depending on the nature of your difficulty, you might also experience uncomfortable emotions such as anger, fear, and frustration during the course of your counseling. While your counselor cannot remove these feelings from you, they will help you to work through them, or, if you wish, they will help you locate another therapist. You are free to discontinue therapy at any time. Most people remain in therapy until they feel they have learned better methods of thinking, feeling, and/or acting regarding their difficulties. Occasionally, therapists elect to discontinue therapy. This usually happens when they feel no substantial progress is being made or other factors are interfering with their ability to help you. If therapy ends prematurely, we will help you find qualified help elsewhere.

Confidentiality: Under normal circumstances everything you discuss with your therapist will be held in strict confidence. However, you should be aware that there are some situations in which your therapist may be required by law to report information to the proper authorities without your permission or knowledge. These situations include, but may not be limited to a client's indications of bodily harm to others, involvement in a felony, suicidal intentions, and a reasonable indication of child abuse or neglect, child sexual abuse, elder abuse, or spouse abuse. Anything mentioned to the counselor by one's child or spouse is not considered confidential from the other spouse and/or parent in marital or family counseling. Your therapist may also be required to disclose information in response to a subpoena issued by a court of law. Therapists in our practice may also be supervised to continually improve their counseling skills and your case may be discussed with a supervisor without your name or descriptive information given. All clinical supervision is conducted in a strictly professional manner. If you are utilizing insurance benefits you are giving permission for your name, identifying information and diagnostic information to be presented to your insurance company. Insurance companies and employee assistance programs can request access to clinical notes if you are utilizing your benefits. Insurance claims are usually submitted online with HIPPA compliant software provided by your insurance company.

Fees: Fees for counseling services are due at the time of your appointment and may be paid in cash, check or credit card. Your therapist will discuss fees and financial arrangements with you during the first session. Since each of the therapists work independently, there are slightly different circumstances that apply for each therapist. Keith takes some insurance payments. The center also has contracts with several local churches who pay all or a portion of the fees for a specified number of sessions. If you are unable to pay the full fee, we will meet with you for a limited number of sessions (usually 1-2) until we can help make financial arrangements or refer you to another therapist. However, we do not want to turn away anyone because of inability to pay and we are often able to work out acceptable financial arrangements.

Contacting Us: Communication with us by e-mail or cell-phone/text message is discouraged for confidential details. Those methods are not secure. The Christian Counseling Center does not have encrypted e-mail. Our phone line and voice mail is a land line and is secure. Therapists do not communicate with clients over social media such as Facebook.

Cancellation of appointments: When we schedule a time to meet with you we reserve the full time to work just with you. Unlike in medical offices, we do not double book and rarely do you have to wait for more than a few minutes. For that reason, when you fail to keep an appointment, you are not only depriving yourself of the benefit of therapy, but you also keep us from giving that appointment time to another person. Because of that, **we request 24-hour notification** if you must cancel your appointment (A message may be left on the center voice mail). **A charge of \$50 will be added to your account for late cancellations/missed appointments.** _____ Insurance will not cover missed appointment fees. We consider it an honor to be invited into your lives and look forward to working with you!

I have read the above information on these two pages and I understand it.

Client's signature (or Parent/Guardian, if under 16 years of age) Date

I reviewed the above with the client.

Therapist's signature

Date

****The Christian Counseling Center, LLC is a Limited Liability Company with Keith Fussell, Landon Self and Leanne Braddock as members. The Christian Counseling Center, LLC contracts with independent counselors to provide counseling services. The independent counselors are not members, employees or agents for Christian Counseling Center, LLC. The independent counselors will bill for their services through Christian Counseling Center, LLC. The independent counselors do not act on behalf of or under the supervision of Christian Counseling Center, LLC.**