

The Counseling Center

CLIENT INFORMED CONSENT

A copy of this list of rights and obligations must be given to all clients and explained to them as necessary.

CLIENT'S RIGHTS

All clients have the right to skillful, safe and considerate care.

All clients have the right to receive care regardless of race, creed, sex, or national origin.

All clients have the right and responsibility to participate in the assessment, development of a service plan and quarterly review of progress.

All clients have the right to confidential treatment. No information will be released to or requested from other agencies or individuals without written consent of the client/guardian, except in the event of immediate danger of personal harm to the client or another or in the evidence or serious danger of physical or sexual abuse or neglect. In such situations, all reasonable efforts will be made to contact the client before any action is taken.

Minors shall only be served with the consent and participation of the legal guardian.

All clients have the right to refuse treatment and terminate treatment at any time.

All clients and their legal guardians if a minor, have the right to examine their case records. TCC requires that such action, if requested, be done by appointment in the presence of a counselor. All clients have the right to insert statements in their treatment records. If the Counselor wishes to insert a response to the client's statement, the client shall be given a copy of that response.

All clients have the right to examine and receive explanation of billing.

All clients have the right to complain about any aspect of their care and to receive a timely written response. Complaints must be in writing and signed by the complainant, or in the case of a minor by the legal guardian.

CLIENT'S RESPONSIBILITIES

Violence or threat of violence is not permitted. Vulgar speech is also not permitted.

Alcohol or illicit drugs are not permitted on the premises at any time. Persons under the influence may not enter the premises.

Attendance at scheduled sessions is expected unless prior notification and arrangements have been made ahead of time. Failure to notify TCC of a cancellation may result in client being billed for missed appointment.

Under The Children Act of 1998, persons who provide services for children must report suspected child abuse (physical, emotional or sexual) to the director of the Department of Child and Family Services. Failure to comply with this law can result in fines and/or imprisonment. Staff of TCC must comply with this law. They will make every effort to inform and include the family if and when such a report must be made. Under The Criminal Code Act of 2001, domestic crimes must also be reported.

I have read over and understand the basic rights and responsibilities relative to my participation in services at TCC. I agree to adhere to these rules and will address any particular questions or concerns to program administrative staff.

Case Number:

Counselor:

Date:

Client Signature:

Date: