

MOLLY M. AKIN, LMFT

Individual, Couples & Family Therapy Practice Policies

This document contains important information about my counseling services and is intended to give you a clear understanding of my policies, state and federal laws, and your rights. If you have any questions or concerns, please ask at any time. I value you as a client and want you to be informed.

Fees

Fees for counseling services are \$125 per session. A typical session is 50 minutes in length. At times a session may go longer than 50 minutes—unless the time is excessive the rate will still be \$125. Payments are due at each session and can be paid by cash, check, or credit card. I do not file insurance claims and am considered out-of-network for all insurance companies. However, I am happy to provide you with the necessary paperwork if you wish to file for reimbursement with your insurance company.

I desire to be fair and open regarding fees and payments and want counseling to be accessible to everyone. Inability to pay the full fee should not hinder someone from getting the help they want and deserve. Please discuss any questions or concerns with me.

Cancellation

If you cannot make an appointment, please be considerate and call to cancel 24 hours in advance. Since that appointment time is reserved for you, if you cancel less than 24 hours in advance or fail to come to your appointment, you will be charged for the session.

Communication

There will be occasions when communication outside counseling sessions is necessary (i.e. scheduling an appointment, consultation, emergencies); preferred communication is conversation by phone. The only time I will initiate communication by email or text message is to schedule or confirm an appointment, and only if you have given prior consent by circling "yes" on the CLIENT INFORMATION form. If you email or text me I will do my best to respond within 24 hours. Please be aware that neither emails nor texts are completely confidential forms of communication; because of this, I ask that you do not use them to disclose personal information. Please note that any phone conversation that goes over 10 minutes will be billed as regular therapy time.

In order to avoid distractions and respect the limited time we have to talk, please silence or turn off your phone during your counseling sessions.

No Secrets Policy (Couples)

As a therapist who is entrusted with information from both partners of a relationship, I have a "No Secrets" policy. This means that I cannot promise to protect secrets of either partner from the other person, especially if the secret is harmful or destructive to the process of the therapy itself, or undermines the agreed upon intention of the therapy.

Professional Records

Your records are kept in a secure location within my office. By law, you have a right to your records. Talk to me about this anytime, if you have questions.

Confidentiality

Professional ethics and Tennessee State laws state that confidential information is controlled by the client—information shared by a client in a session is confidential. You may request (by signing an AUTHORITY TO RELEASE INFORMATION form) that some other agency or individual be provided information concerning you. Confidentiality is an ethical standard that protects clients from disclosure of information without their consent. There are exceptions to this general rule:

1. In the case of an emergency where a counselor believes a client is at risk of hurting him/herself or another person, the counselor must breach the requirement of confidentiality in order to protect the person in danger.
2. Tennessee law requires the child abuse and elder abuse in any form be reported to the appropriate authorities (Department of Children's Services or Department of Human Services).
3. A court proceeding in which a judge issues a court order.

Benefits and Risks of Counseling

Persons contemplating counseling should realize that they may make significant changes in their lives as a result. People often modify emotions, attitudes, and behaviors. They may also make important changes in significant relationships (marriage, parents, children, relatives, friends, etc.). Oftentimes emotions and issues dealt with in counseling are challenging and painful but can ultimately be empowering and rewarding. While I will assist my clients in effecting change, I cannot guarantee a specific outcome. Clients are ultimately responsible for their own growth. My clients will be encouraged to make their own informed choices about their lives, including the decision to continue in counseling.

About Me

I am a Licensed Marriage and Family Therapist (LMFT) with a degree in Marriage and Family Therapy from Trevecca University in Nashville, TN; a Clinical Fellow of the American Association of Marriage and Family Therapy (AAMFT); and am licensed with the Tennessee Board as a Marriage and Family Therapist (TN Lic. #794). I am trained in Emotionally Focused Therapy (EFT) and am a member of the International Centre for Excellence in Emotionally Focused Therapy, where I am currently completing certification.

Consent to Counseling

By signing below, you are acknowledging that you have read this Practice Policies document and agree to the terms therein.

Signature of Responsible Party(ies):

1) _____ Date _____
Sign Name

Print Name

2) _____ Date _____
Sign Name

Print Name

_____ Date _____
Sign Parent/Guardian Name (if minor)

Print Parent/Guardian Name (if minor)