



Information, Authorization, and Consent to Treatment

Welcome to LUCE Mental Health Therapist, LLC. We are delighted that you have chosen our practice as part of your wellness journey, and we look forward to partnering with you! The information contained below is designed to inform you about what you can expect from your experience here at LUCE. We welcome any questions you may have both now and throughout your experience at LUCE Mental Health Therapist, LLC.

Philosophy Statement

LUCE Mental Health Therapist, LLC is built on the foundational understanding that you are a *whole being*.

You are not a body, purely physical in form. You are not a spirit, separate from this world. You are not a mind, driven solely by cognitions, emotions, and memories. You are a complex and a complete being, intricately created and woven, dynamically existing, comprised of many aspects that make up together a unified whole.

Life is not experienced by only parts of the self. Rather, situations, circumstances, experiences, and events impact and shape all of who we are from birth to death. Joys, pains, tragedies and triumphs are experienced by the whole of our beings.

Therefore, true health and wellness can only be achieved in the context of the whole person. Alone, psychotherapy, Reiki, yoga, nutritional counseling, weight loss support, and lifestyle coaching can all be powerful avenues for creating health. However, none of these modalities alone has the power to offer complete and lasting healing. It is only through union with one another that these therapies support holistic health and promote lasting health. This is the integration which we strive to promote at LUCE Mental Health Therapist, LLC.

At LUCE, we are committed to you as a vibrant, connected, unified being. We recognize your potential to heal and to be whole! And so, we are excited that you have decided to partner with our team of professionals, and to embark today on *your* journey of creating lasting healing and ultimate wellbeing.

Client/Patient Participation

The practitioners at LUCE Mental Health Therapist, LLC recognize that *you* are the expert on you. You know best what it feels like to be inside your body and your mind, you know what you want to be different in your life, and you have an innate sense of how to get there. It is that sense that has led you here to our practice. It is our goal as professionals to bring our experience, training, and expertise into creating a partnership with you that can lead you toward your optimal wellbeing. We value the information you can share as well as feedback about your experience and questions about your care.

Healing is a journey and a process. It is one that you no longer have to tackle alone, but it is one that might take time. Based on individual differences and preferences, treatment can last a few months or it can be a lifetime endeavor. The more you are able to be open to the healing process and take an active role in your own healing, the more successful your experience will be. This includes both time spent in session with your treatment provider as well as the choices you make between sessions.

Nature of Psychotherapy

As mentioned above, therapeutic relationship is a collaborative process that requires work and commitment from both client and therapist. The client-therapist relationship is a unique and



dynamic relationship that will be built with time and will grow and change. Like many relationships, it will take time for client and therapist to build mutual trust, and like many relationships, it is normal for feelings of joy, love, fear, anger, sadness, etc. to be part of the client-therapist relationship. Most effective and productive therapeutic experiences will be journeys complete with both highs and lows. It is likely that there will be times when as a client, you will feel really proud of the work you are doing, satisfied with your therapeutic relationship, and excited about the ways you are growing and changing as a product of being in therapy. It is also equally as likely and appropriate that there may be times when you are perhaps feeling more sad, angry, scared, or confused than you were when you started therapy. It is often normal to expect things to get worse before they get better as you begin talking about, thinking about, and feeling that which has been shoved down and pushed aside in the past. Clients are ENCOURAGED to talk to their therapist about how they are feeling at each stage of the therapeutic process, and to share their experiences openly and honestly so that, like in other things, the therapist can know how to be most helpful to the client.

Because of the professional nature of the client- therapist relationship, there are some significant differences between the therapeutic relationship and other relationships. It is considered to be unethical and detrimental to the therapeutic process for client and therapist to interact outside of the therapeutic arena. Any social or business relationships between client and therapist are considered to be “dual relationships,” and may compromise your treatment. Similarly, because of a therapist’s requirement to keep your identity as a client confidential, your therapist will not address you in public unless you speak to him or her first; even then, public contact will be kept brief. Your therapist must also decline any invitation to attend gatherings with your family or friends, will not share much personal information with you about him or herself, and cannot be your friend during treatment or after treatment is completed. In sum, it is the duty of your psychotherapist to maintain a professional role. This is not intended to be discourteous in any way, but is strictly for your long-term protection.

Reiki

Reiki is a simple, gentle, hands-on energy technique that is used for stress reduction and relaxation. Reiki is based on the understanding that the body has the innate ability to heal itself, and that complete relaxation is often beneficial in this process. Long term imbalances in the body sometimes require multiple sessions in order to facilitate the level of relaxation needed by the body to heal itself.

Reiki practitioners do not diagnose conditions nor do they prescribe or perform medical treatment, prescribe substances, or interfere with the treatment of a licensed medical professional. Reiki can complement, but does not take the place of medical care or psychological services. It is recommended that clients see a licensed physician or licensed health care professional for any physical or emotional ailment they may have. If a client desires these additional and complementary supports, a referral can be made at any time to one of our qualified in-house psychotherapists, our Doctor of Chiropractic, or our Doctor of Naturopathy. We can also assist you in any way we are able in accessing other services outside of LUCE Mental Health Therapist, LLC.

Holistic Healthcare/Naturopathy

LUCE Mental Health Therapist, LLC is built on the foundation that the body and mind are capable of functioning with absolute health. Instead of masking symptoms, we employ a variety



of treatment methods and modalities designed to identify, understand, and heal core underlying dysfunction in body, mind, emotions, and social relationships. Our work is not a substitute for medical care or pharmaceutical drugs, and we recommend that our patients/clients continue regular consultations with their medical providers.

Treatment of Minors

By law, legal guardians are entitled to full access to the records of a minor client including health information regarding session content. Parents without legal guardianship have no legal rights to records and are bound by the parameters of standard confidentiality laws. A collaborative and supportive relationship between child, therapist, and custodial caregiver is often the most effective way to support the healing and recovery of minor clients, and will be encouraged. At the same time, it is necessary, especially in the treatment of adolescent and teen clients, that the minor feel that their sessions and the information disclosed therein is private; thus it is helpful if session content is allowed to be kept private between minor and treating provider, unless provider deems there to be a safety risk to minor client. If a safety risk or significant health concern ever becomes apparent, the treating provider will make all reasonable efforts to prepare the minor client to disclose the concern to the legal guardian; if the minor client is not able to do so, at that time provider will make the disclosure on behalf of the minor client.

Confidentiality and Professional Records

LUCE Mental Health Therapist, LLC is in compliance with both legal and professional standards for the maintenance and storage of treatment records. Your communications with your treatment providers at LUCE will become part of a clinical record of treatment, which is referred to as Protected Health Information (PHI).

Your PHI will be kept in a file stored in a locked cabinet at our office. Our practitioners will keep your information and disclosures completely confidential with the following exceptions as required by law and the nature of our professions:

- Client requested communication authorized by completion of Release of Information
- Concerns about abuse or neglect of a child, elderly or disabled person
- Perceived immediate risk of suicidality or homicidality (this may deem appropriate several actions, including alerting police, warning potential victim, contacting supportive family members or emergency contact person, or seeking hospitalization of client)
- Court order or subpoena

In the case of the latter, a psychotherapist's license provides him or her with the ability to uphold what is legally termed "privileged communication;" this refers to your right as a client to have a confidential relationship with a counselor. The State of Georgia has a very good track record in respecting this legal right.

Please note that in couple's counseling, your therapist does not agree to keep secrets between partners. While you have a right to individual privacy, any information shared with the therapist that may be detrimental to the other partner, the relationship as a whole, or effectiveness of therapy will not be kept secret. If one partner discloses such information to the couple's therapist, the therapist will conclude that either that partner would like help learning how to share the information with the other partner in session, or is ready to terminate the existing relationship and receive a referral to another couple's therapist.

If at any time, you wish to receive information from your official client record, please make this request to your therapist and the center director. Clients will be charged for any professional



correspondence based on provider's time spent and/or record duplication requested pursuant to GA Code OCGA 31-33-3 and the Georgia Office of Planning and Budget.

Availability and Emergency Contact

LUCE Mental Health Therapist, LLC is an outpatient group practice and we are structured in such a way that allows us to serve individuals who are reasonably safe and resourceful. Our providers do not carry pagers and are not available 24 hours a day, 7 days a week. Each individual provider within our group practice has different availability and will communicate with you about that directly and specifically. If at any time, you feel that the availability we have to offer does not provide sufficient support for you, please discuss this with your provider and he or she can discuss additional resources which may be of help to you or transfer your case to a therapist or clinic which is able to provide 24 hour support. Generally, our providers will return your telephone calls within 48 hours, unless other parameters or exceptions have been previously discussed.

IN THE CASE OF AN EMERGENCY, PLEASE CONTACT:

- Ridgeview Institute (770-434-4567) or Peachford Hospital (770-455-3200)
- The GA Crisis and Access Line (1-800-715-4225)
- 911
- Or go to your nearest Emergency Room.

Electronic Communication and Use of Technology

LUCE Mental Health Therapist, LLC is dedicated to taking the precautions necessary to protect your confidential information. Frequently, e-mail and text or other forms of electronic messaging can be helpful tools for communicating between sessions. LUCE Mental Health Therapist, LLC, acknowledges, however, that these forms of communication are not always completely secure methods of communication, and therefore cannot guarantee client confidentiality via these methods.

Electronic communication may be used to initiate and obtain information about therapeutic services, schedule appointments, transmit documents, and similar purposes initiated by the therapist. Electronic communication is not an appropriate means of terminating services or contacting therapist in the event of a crisis situation whereby your safety or the safety of others may be at risk. Please also do not use electronic communication to bring up any therapeutic content or issues. All email correspondence will be printed and kept as part of your clinical record.

LUCE Mental Health Therapist, LLC does employ Facebook, Twitter, Blogspot and other forms of social media as a means of marketing and connecting with the community. It is your choice as to whether to connect with our business page on these or other sites; again we cannot guarantee your confidentiality on these sites.

However, in an effort to maintain the professional nature of our relationships, the providers at LUCE do not accept requests from current or former clients on personal social networking sites.

Please feel free to ask questions or discuss these or any other policies with your provider. By signing below, you indicate that you have read and agree to the above policies, and consent to engaging in treatment with LUCE Mental Health Therapist, LLC.

Printed Client Name Date



Client Signature

Parent/Legal Guardian Signature (if applicable)

Provider Signature

*** All providers affiliated with LUCE Mental Health Therapist, LLC strive to operate in a professional, ethical, and mutually respectful manner at all times. If at any time, you have concerns about the ethics or professionalism of your provider, we invite you to discuss that with him or her immediately.