

Psychotherapy Practice of

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**LICENSE #21999**

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While there is much integration between mental and physical health, they are approached and addressed in different ways. In psychotherapy treatment, much depends on the interaction between the therapist and client, what the client is willing to present and what the client's goals of treatment are. Unlike some medical issues, successful psychotherapy treatment requires active participation from you, the client, both in and out of session. Depending on your therapeutic goals, optimal progress may involve making life style, health or spiritual changes in your life. Approaching health with a holistic view of mental, physical, emotional and spiritual health together is often quite beneficial.

There are both risks and benefits of psychotherapy. Because therapy often deals with uncomfortable or painful topics, feelings such as sadness, anger, guilt or frustration may arise in association with your work in therapy. However, for people who put forth the effort to do therapeutic work, therapy has been shown to be quite beneficial. Clients from my practice have reported significant reduction in or complete absence of anxiety, depression and other distressing emotions, confidence in overcoming habits and addictions, improved relationships, better developed parenting and interpersonal skills and increased feelings of happiness, peace and contentment. There are, of course, no guarantees for what an individual will experience while participating in psychotherapy.

This form describes my policies and practice methods. Beginning therapy with a mutual understanding of the therapeutic agreement can make our work go more smoothly and effectively. At our initial assessment, I encourage you to discuss with me any sections of this form on which you have questions, may be confusing, or with which you may disagree.

I look forward to the opportunity to work together.



		I agree	I disagree	Needs Discussion
<b>Initial Evaluation</b>	The initial evaluation appointment is used for consultation and not for treatment. The goal of the initial consultation is for me to gain an understanding of you and your history and for us to identify the specific problems you'd like to address in therapy. This process takes about two sessions which can be done concurrently. After gathering the appropriate information, if I feel I have the skills and tools needed to help you, I will share my treatment recommendations. Treatment recommendations usually include work on your part between sessions. In some cases medication or other specialties may be recommended, in which case I will provide the appropriate referral, if available. If you would like to work with me in the manor suggested by the treatment recommendations, I would be happy to accept you as my client at that point in time. If I believe I do not have the skills or tools to address your concerns, or if, for any reason, you decide that working with me in the manor suggested would not meet your needs, you will not become my client. If I can provide you with other resources, I would be happy to do so as you explore other treatment options.			
<b>Scheduling</b>	Traditional therapy usually involves a weekly 50 min appointment. While this meets the needs of many clients, others find that meeting more frequently or for longer appointments helps them progress more rapidly. If you are interested in a non-traditional appointment schedule, I'm happy to discuss that with you. In most cases, clients benefit from more therapy session at the beginning of treatment and more distance between sessions at the end of treatment. We will discuss recommendations specific to your situation as you progress through treatment.			
<b>Children</b>	Unless the children are involved in the clinical work, please do not bring them to the appointment. If children are brought to the appointment, the appointment will need to be rescheduled. Late cancel fees will apply.			
<b>Duration of Therapy</b>	The number of sessions required for treatment is varies greatly from client to client. Since clients who actively engage in therapeutic assignments outside of session tend to progress more quickly than those who only work in session, psychotherapy homework is a required part of my treatment model. Doing longer or more frequent sessions in the beginning can help therapy progress at a faster rate and can reduce the overall cost or time spent in therapy.			
<b>Billing and Insurance</b>	Payment is due at the time of appointment. My fee is \$180 per 50 minute hour. Receipts for services can be provided upon request. I do not accept insurance, but I am happy to provide information your insurance company requests for you to submit reimbursement forms. It is your responsibility to determine what your insurance will cover.			

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<b>Cancelations, Appointment Time and Forgiveness Policy</b>	<p>When you schedule an appointment with me, you reserve a specific section of my time. Your session starts at the appointed starting time. Any pre-session paperwork should be completed prior to your appointment starting time to prevent it from cutting into your face time with me. If your appointment runs longer than the scheduled amount of time, you will be charged for the extra time in 15 min increments at the rate of \$45 per 15 minutes.</p> <p>I require a 48 hour notice to cancel appointments for any reason. If you cancel your appointment prior to 48 hours, there is no cancelation fee. For appointments cancelled within 48 hours or no-show appointments, a cancelation fee of ½ the session fee is required, regardless of the reason for the cancelation.</p> <p>Because we all have unforeseeable circumstances there is a ONE TIME ONLY forgiveness policy. The first time you late cancel an appointment there is no penalty.</p>		
<b>Between Session Contact</b>	<p>Some situations may arise in which you believe it is necessary to contact me between sessions. You can either contact by phone or email. If you send an email, I will likely respond to it in person at your next appointment. If a phone consultation is needed between sessions, I will charge for the call in 15 min increments at my usual rate.</p> <p>While I want to be available to help you when needed, I also need time away from work. This helps me be at my best when I meet with you for your appointment. I am hopeful that you will allow me to be able to continue to offer between session contacts to clients by keeping such contacts to a minimum. I also hope that if contacting me is important, for example if you are feeling suicidal, that you don't hesitate to contact me right away.</p>		
<b>Social Media and Social Contact</b>	<p>I do not engage with clients in any social media contact. I do not meet with clients outside of session. This includes business dealings that are not part of the therapeutic treatment. This separation allows us to focus on the client-therapist relationship and helps avoid dual relationships, which facilitates a stronger therapeutic environment.</p>		

	I agree	I disagree	Needs Discussion
<b>Confidentiality</b>	<p>Information about you or your treatment will not be provided to others without your permission. I believe that collaborating with your other care providers may enhance your treatment experience and would ask you to consider giving permission for me to consult with other medical and mental health professionals, spiritual leaders or involved family members with whom you associate. Sometimes it is valuable to discuss whom to include as part of your support team. Please be aware that if you have not given permission, I cannot discuss information with another party, even if it is a family member calling. This including family members calling with scheduling or administrative questions specific to you. If you should release me to talk to any third party, I am happy to discuss with you both what I am planning to share in the conversation and what I learned in the conversation. Because this is your therapy and contact with others is done to benefit your treatment, I am willing to be quite open with clients about collateral contact.</p> <p>There are a few exceptions to the above policy in which I am required by law to break confidentiality. If I become aware of any abuse to children, elderly or disabled persons, I am required to report it to the proper authorities. If I identify imminent threat of suicide, homicide or violence, I am required to make reasonable intervention, which may include hospitalization or contacting family members. When hospitalization is needed, many clients find it extremely relieving and helpful.</p> <p>Thought about suicide, self-harm, or violence toward others are common among therapy clients and do not, in and of themselves, require a mandated report. You are encouraged to talk about suicidal, self-harm, violent fantasies or other such thoughts and feelings as part of therapy so we can appropriately monitor them and address them together.</p>		
<b>Disability Claims and Legal Issues</b>	<p>Since I am your therapist and am interested in your health and improvement, it is a conflict of interest for me to work with disability claims on your behalf. If you need an evaluation for a disability claim, you will need to seek that from a different clinician. The reason for this policy is that I hope to see you improve during our work together. If I were also the clinician verifying your disability, this could create a conflict of interest and interrupt our work as your improvement could disrupt your ability to receive disability benefits.</p> <p>I will not release records for legal proceedings, such as divorce or law suit, unless legally mandated to do so.</p>		

		I Agree	I Disagree	Needs Discussion
<b>Obtaining a Copy of Your Record</b>	<p>This is your therapy and you have the right to see your medical and mental health record. Should you require a copy of your record to be released directly to you, I will provide the appropriate form for you. There is a \$40 fee associated with producing records, which is due prior to the release of your record.</p> <p>If you find that there are any errors in your record, please bring them to my attention. While I try to keep records as accurately as possible, mistakes are inevitable from time to time.</p>			
<b>Early Termination</b>	<p>If you become discouraged, disgruntled or find for any other reason that you would like to terminate therapy prior to the completion of our agreed upon treatment, you are strongly encouraged to have one final session to discuss the matter. Often clients have the biggest therapeutic breakthroughs in such circumstances. If you decide to end therapy at that point in time, your decision will be handled respectfully. If you are not comfortable with agreeing to a termination session, please initial the 'needs discussion' box so we can discuss this during your initial evaluation.</p>			
<b>Gifts</b>	<p>I do not accept gifts from clients or family members of clients, because this constitutes an ethical violation. Often clients want to express appreciation for our work together. My favorite expression of appreciate is to see your dedication and effort throughout our therapy process.</p>			
<b>Psychotherapy Homework</b>	<p>I will ask you to do specific assignments between sessions. This greatly increases therapy effectiveness and shortens overall therapy duration. Therapy homework may include actives or written assignments. Generally 10-20 minutes per day will be a sufficient amount of time to complete the assignments. We will review all assignments during your appointment. Please be sure you understand the assignment and ask as many questions as needed while we are meeting together. Therapy homework is selected to enhance your psychotherapy process. If you are not willing to do therapy homework or do not think you have 10-20 minutes a day to dedicate to therapy homework, please mark the 'needs discussion' box so we can discuss this at your initial evaluation.</p>			

Signature	Date	Spouse Signature	Date
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