

Dottie J. Miller, LCSW, LMFT, LPC
Individual, Couple, & Life Adjustment Counseling
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INFORMATION AND AGREEMENT

I am pleased you have chosen me as your psychotherapist. This document is designed to inform you about my background and to insure that you understand our professional relationship.

I am licensed as a Licensed Masters Social Worker-Advanced Clinical Practitioner, a Licensed Professional Counselor, and a Licensed Marriage and Family Therapist, by the Texas Department of Health. If you need to report any violation of ethics or your rights that you believe I have committed, you can file a complaint with the Texas State Board of Examiners of Social Workers, or of Professional Counselors, or of Marriage and Family Counselors, 1100 W. 49th St., Austin, TX 78756, Consumer Complaint Hot-Line 1-800-942-5540.

I have a Masters of Social Work degree from New York University. I have had training in Transactional Analysis through the International Transactional Analysis Association. I have also had extensive continuing education, a list of which I will be happy to provide if you wish.

I have been a psychotherapist since 1968. I only accept patients in my private practice who I believe have the capacity to resolve their own problems, with my assistance. I believe as people become more accepting of themselves, they are more capable of finding happiness and contentment in their lives. Self-awareness and self-acceptance are goals that sometimes take a long time to achieve. While some patients may need only a few counseling sessions to feel complete, others may require months or even years of counseling. Patients are in complete control and may end our counseling relationship at any point. Patients may be limited to a particular number of sessions by their insurance companies. Sometimes patients finish one set of goals and return later to work on another set. If counseling is to be successful, patients should feel that they are able to face life's challenges in the future without my support or intervention. However, I cannot promise that psychotherapy here will be successful.

Although our sessions are intimate, it is important for you to realize that we have a professional, rather than personal, relationship. Our contact will be limited to the paid sessions you have with me. Please do not invite me to social gatherings, offer gifts, or ask me to

relate to you in any way outside our counseling sessions. You will be best served if our relationship stays strictly professional and if our sessions concentrate exclusively on your concerns. You will learn a great deal about me as we work together during your counseling experience. However, it is important for you to remember that you are experiencing me only in my professional role.

I will keep confidential anything you say to me with the following exceptions: You direct me to tell someone else and/or I am required to include and document your psychological diagnosis and treatment progress for your insurance; I determine you are a danger to yourself or others and/or I am ordered by a court to disclose information and/or you report to me instances of abuse by you or others, which I am required by law to report to the appropriate authorities.

In return for a fee of \$150 for the initial session and \$125 per on-going session, I agree to provide counseling services for you. Sessions are 50 minutes in duration. While you may call or e-mail me between sessions, you will be billed at the rate of \$1.00/minute if the call goes beyond 5 minutes. It is impossible to guarantee any specific results regarding your counseling goals. However, I assure you that my services will be rendered in a professional manner consistent with accepted ethical standards.

The fee for each session will be due and must be paid at the time of each session. If you wish to seek reimbursement from your health insurance company, I will be happy to provide a statement for you to give to your insurer.

Communicating by e-mail is convenient but I cannot promise HIPAA-compliant confidentiality in that such correspondence is not guaranteed to be encrypted.

In the event that you will not be able to keep an appointment, you must notify me 24 hours in advance. If I do not receive such advance notice, you will be responsible for paying for the session you missed.

If you have any questions, please feel free to ask.

Please sign and date both copies of this form, and keep one copy.

Dottie J. Miller
LCSW, LPC, LMFT, BCD

Date

Your Signature

Date