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Client Rights

- Be informed about the qualifications of your counselor, including his or her education, experience, and professional licensure
- Receive an explanation of services offered, your time commitments, and fees and billing policies prior to receipt of services
- Be informed of limitations of the counselor's practice to special areas of expertise
- Have all that you say treated confidentially and be informed of any state laws placing limitations on confidentiality in the counseling relationship
- Ask questions about the counseling techniques and strategies and be informed of your progress
- Participate in setting goals and evaluating progress toward meeting them
- Be informed of how to contact the counselor in an emergency situation
- Request referral for a second opinion at any time
- Request copies of records and reports to be used by other counseling professionals
- Receive a copy of the code of ethics to which your counselor adheres
- Contact the appropriate professional organization if you have doubts or complaints relative to the counselor's conduct
- Terminate the counseling relationship at any time

Consumer Responsibilities

- Set and keep appointments with your counselor and let him/her know as soon as possible if you cannot keep an appointment
- Help plan your goals
- Follow through with agreed upon goals
- Keep your counselor informed of your progress toward meeting your goals
- Terminate your counseling relationship before entering into arrangements with another counselor

QUALIFICATIONS

Therapy services will be provided by a qualified professional counselor in the state of Missouri and under the authority of the professional committee for professional counselors in Jefferson City, Missouri.

Signature: _____ Date: _____