



## The Kid's Therapy Center LLC

Creative mental health therapies for children.

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### Service Contract for Clients

Welcome to The Kid's Therapy Center LLC. This form contains important information about policies of our agency and the services you will receive. It is an agreement between us. If you have any questions feel free to ask at your first session when you meet with your therapist.

#### **The Therapists**

As a mental health counselor we are thankful you are taking the steps to partner with us to guide your family to health. Your therapist is a licensed mental health therapist in the state of North Dakota with specific training in creative therapies such as play, art and sandplay. We are trained to work individually or in groups. Our clinic is unique as we are trained specifically with infants, toddlers, children, teens and adults. We have experts in child development, child abuse, trauma treatment and more.

It is our responsibility to provide quality services therefore we abide by the code of ethics pertaining to our license. At times in order to provide you the best service your therapist may need to consult another therapist, which will be discussed with you prior. In this event confidentiality will be kept as best as possible.

#### **The Treatment Process**

In the beginning you and your therapist will set your/your child's treatment goals. You will be informed of your diagnosis and your treatment plan as you go through therapy. It is our commitment to partner with our clients and caregivers to allow for healthy change and growth. If at any time you feel your therapist is not a good fit please discuss this with your therapist. The first session will consist of the caregiver and the therapist filling out the initial paperwork. Here you will have a chance to discuss your concerns and history of events. Together you will discuss treatment goals. Although this is established in the beginning concerns may change as you go through therapy, therefore we will be checking in every session to gain an understanding how things are going. Each individual session is scheduled for 45-50 minutes.

If you are more than 10 minutes late for your appointment and have not called your therapist, your therapist has the right to cancel your appointment. If you need to cancel please call as soon as you can. You may leave a message 24 hours a day. At the center we have a no show policy. After one no show you will be billed \$50 for each missed appointment that you do not call and cancel. We understand things happen. Please call and cancel appointments you are unable to make. These charges are not reimbursed by insurance.

Psychotherapy can have benefits and risks. The risks of therapy include possibly feeling uncomfortable when working on a difficult issue or event. Although children typically get better with treatment some do get worse before better. I think of this as testing to see if we (caregivers and therapist) truly care about them. As this may happen the benefits of therapy is known to outweigh the risks. The benefits include learning how to deal with life's issues, feeling better, and coping with feelings or stress.

## Confidentiality 43-4709

The Kid's Therapy Center LLC strictly enforces confidentiality with its clients. In general we are not allowed to talk or write to others about our clients without written permission. Although there are a few exceptions, in the state of North Dakota, we are mandated by law to report:

1. When your therapist is aware or suspects a child, elder, or disabled person being a victim of sexual abuse, physical abuse, emotional abuse or child neglect.
2. When someone tells us they are going to harm them selves or someone else. We may have to take action by calling the police, going to the emergency room or and telling anyone else that is at risk for being harmed.
3. When subpoenaed by the court. It should be noted that if subpoenaed by the court your therapist would not discuss any information that could harm a child. This is still considered privileged information.
4. When a natural disaster occurs and we are unable to keep them confidential
5. In the event of the death of the client to a coroner or medical examiner if requested
6. If any other law states we need to.

If my child is 14 years or older I understand the ND Century Code: 14-10-17. (Minors-Treatment for sexually transmitted disease-Drug abuse-Alcoholism) does not need permission, authority, or consent of a guardian for treatment.

Also to add to this if you are billing a third party, such as health insurance, your provider has the right to receive notes about sessions. At the beginning of therapy you will sign a release for this.

## Privileged Communication

Trust is the basis of a therapeutic relationship for children just as for adults. For counseling to be helpful for children and adolescents their need for privacy is balanced with the rights of their parents. **The Kid's Therapy Center will not release paper records to anyone other than a treating medical provider or facility.** We ask that you allow your child privacy and power in healing. When copies leave the office we cannot guarantee the child's privacy if they are given to others or lying around the house. We also have concerns of the information being misinterpreted and applied in an abusive way towards the child. Case records are written for the purpose of treatment, not for court cases or "proof" of certain concerns. We do understand that parents are part of the process. We will routinely meet with you after each session and update you on progress and goals.

## Emergencies

Emergencies happen and we want to keep everyone safe. Your therapist takes their own phone calls and can be in session with other clients. Your therapist will get back to you as soon as they can but sometimes it may not be until the end of the day. If you feel you need help sooner please call:

- 911
- West Central Human Service Center at 888-328-2112
- Abused Adult Resource Center 222-8370 or their 24 hour crisis line 1-866-341-7009
- Youthworks 255-6909

## Wellness Consultations

At The Kid's Therapy Center LLC we provide the highest standards of care in the Mental Health field. The growing research suggests diet and supplementation are important to support mental wellbeing. Patients or families may come to the clinic for the Wellness Consultations without mental health counselling services or in conjunction with them.

The Kid's Therapy Center LLC is a Nutrametix Health provider through Market America. Market America follows the highest standards in regulations of supplementation which allows us to feel comfortable with the products for our patients and families.

The Kid's Therapy Center LLC and their staff make a profit from the products sold within the clinic. Supplements ordered through our website or clinic are from a third party.

Statements related to supplementation have not been evaluated by the Food and Drug Administration (FDA). The product(s) is not intended to diagnose, treat, cure, or prevent any disease.

We do follow the guidelines of The Dietary Supplements Health and Education Act of 1994 (DSHEA). This is the governing body which describes the role of a nutrient or dietary ingredient intended to affect the structure or function of the body.

TLS – Transitional Lifestyle – Classes are conducted by independent business owners and are not employees of The Kid's Therapy Center LLC. The contract is between you and that business.

### **Financial Policy**

The Kid's Therapy Center LLC accepts a variety of insurance companies, credit cards and cash. You will be expected to pay at the time of your service, unless otherwise arranged. Although we will submit your insurance claims it is your responsibility to verify your coverage such as benefits, deductible, or co-payment. Deductibles and co-payments are a contract between you and your insurance company therefore there is no negotiating of these fees. Any amount your insurance company does not pay it is your responsibility. Please also update current information of your insurance cards and your coverage. If you are unable to pay please talk with your therapist about a payment plan.

If the payment agreement is not honored and/or there is any portion of the bill that has not been paid within 90 days of ending treatment, The Kid's Therapy Center LLC reserves the right to turn the bill over to a collection agency. By signing this form you are acknowledging that in this circumstances, YOU ARE WAIVING YOUR RIGHT TO CONFIDENTIALITY.

### **Fees not covered by insurance**

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| • Copies that are requested from our agency   | \$ 1. per page                        |
| o If the therapist feels its in the best interest to explain their notes in writing or in person they have the right to charge for their time | \$150 per hour                        |
| • Progress report interpretation, written summary,  | \$150 per hour                        |
| • Court report  | \$350 per hour                        |
| • Preparation time for court  | \$350 per hour                        |
| • Court house time and travel time  | \$350 per hour                        |
| • Therapist time for anything related to legal or courts  | \$350 per hour                        |
| • Phone calls longer than 15 minutes  | \$150 per hour                        |
| • Response to email:  | \$10/email or prorated \$150/per hour |
| • <u>No show appointments after 1 no show</u>   | <u>\$50 per session</u>               |