



## **INSIGHTS COLLABORATIVE THERAPY GROUP**

8140 Walnut Hill Lane, Suite 450

Dallas, Texas 75231

214.706.0508

[www.insightstherapy.com](http://www.insightstherapy.com)

### **INFORMED CONSENT TO TREAT**

**(Adult)**

**THERAPIST:** MARY D. SANGER, M.A., LPC-S, LMFT-S, LCDC

#### **EDUCATION:**

Master of Arts in Counseling, Argosy University, Dallas, Texas

Bachelor of Arts in Counseling, Argosy University, Dallas, Texas

#### **LICENSES:**

Texas Licensed Professional Counselor (Supervisor) (#63701)

Texas Licensed Marriage and Family Therapist (Supervisor) (#201295)

Texas Licensed Chemical Dependency Counselor (#10981)

**TECHNIQUES, GOALS, AND PURPOSES OF THERAPY:** Although I use various therapy methods, my primary therapeutic modality is Bowen Family Systems. I also may utilize relational mediation. Whether I am working with an individual, couple, or family, I help with the process of individuation and help you learn to manage “self” while being in relationship with “other”. Together we will identify patterns in relationships which are causing you difficulty. I believe in the idea of self-determination and that you are the expert in your own life. If given the right environment and support, you can make changes and decisions that will lead you to happiness in work, love, and play. We will discuss which therapy methods we use. Additional types of therapy, such as support groups or therapy groups, may also be appropriate in your situation. There may be alternative ways to effectively treat the problems you are experiencing. It is important for you to discuss any questions you have about the recommended treatment and to have input into setting the goals of your therapy. We will discuss the initial goals, purposes, and techniques of therapy in our first two or three sessions.

Through therapy or mediation, it is hoped that you will be better able to understand your situation and feelings and move toward resolving your difficulties. Using my education and knowledge of human development and behavior, I will make observations about situations as well as suggestions for new ways to approach them. It is important for you to explore your own feelings and thoughts and to try new approaches in order for change to occur.

Insights is a collaborative practice which offers a team approach to every client’s case, including yours. This means our team of mental health professionals may discuss and collaborate on cases, including yours. You consent to this collaborative process.

You and/or you family may be coming to see me for a “family consultation.” In these consultations, we may meet for several hours at a time, there may be psychological assessments administered for an additional cost, and I may make therapeutic recommendations but not continue working in an ongoing way with you.

I also perform mediations to foster cooperative problem solving, stabilization of relationships, and amicable agreements for issues such as divorce settlements, parenting plan modifications, parent-child conflicts, pre-marital agreements, etc.

**RISKS OF THERAPY:** There is always a risk of psychological side effects from psychotherapy. Sometimes symptoms worsen before they improve. Often therapy brings up painful emotions. In therapy, you may learn things about yourself that you don't like. Often growth cannot occur until you experience and confront issues that induce you to feel sadness, sorrow, anxiety, or pain. The success of our work together depends on the quality of the efforts on both our parts and the realization that you are responsible for lifestyle choices/changes that may result from therapy. For instance, one risk of marital therapy is the possibility of divorce. Our goal is to confront issues and emotions together, and with time, to work through them.

**LENGTH OF TREATMENT:** Length of treatment is difficult to predict. Each person has unique strengths and weaknesses, and each problem is different from the next. Together we will decide how often you should come to therapy. It is my goal that each client will finish therapy in a timely manner, without unnecessary expenditure of time or money. Faster progress will likely be achieved if between sessions you thoughtfully reflect on the topics and techniques we discuss during our sessions. Coming to your session with your thoughts, feelings and questions is helpful.

**SESSIONS; CANCELLATIONS:** Our sessions will normally be 50 or 80 minutes, although sometimes longer sessions are appropriate. Sessions are by appointment only and are scheduled at the end of each session, by calling the Insights office or me Monday through Friday between 9:00 A.M. and 5:00 P.M., or by using the online client portal. **You agree to pay for missed or canceled sessions unless you cancel or reschedule the session at least 24 hours in advance.** (Exceptions may be made in emergency situations.) Most insurance companies do not reimburse for missed or canceled sessions.

Mediation sessions will normally be a half-day (4 hours) or a full day (8 hours). **You agree to pay for missed or cancelled mediation sessions unless you cancel or reschedule the session at least seven (7) days in advance.** There is often various paperwork required before the mediation session so I can familiarize myself with your case. If the required paperwork isn't provided in a timely manner, the mediation time will be used to familiarize myself with your case and no refund is extended. (Exceptions may be made in emergency situations.) Insurance companies do not reimburse for missed or canceled sessions.

**FEES AND PAYMENT:** Each 50-minute session costs \$190; each 80-minute session costs \$290. Session fees are due at the end of each session. You agree to pay all session and other fees when due. In many cases, insurance will reimburse you for all or part of the fee. I do not file insurance claims for you; you must do this on your own. However, I will provide you appropriate documentation for you to give your insurance company.

Each mediation session costs \$400 per party for 4-hour sessions and \$800 per party for 8-hour sessions. Each additional hour costs \$100 per party. Payment is due before or at the start of each mediation session. Mediation fees must be paid separately and equally by each of the parties.

For fees which you do not pay by check or in cash, you authorize Insights to charge those fees (plus an administrative charge) using the credit/debit card information you provide to Insights.

**NON-SESSION TIME.** If I am asked or required to attend or testify at depositions, hearings and trials (even if you are not the person who sought my attendance or testimony) concerning your case, you agree to pay me \$3,040 per day (or any part of a day) because attendance or testifying at depositions, hearings and trials disrupts my daily schedule for other clients. If I am asked or required to devote other non-session time to your case (even if you are not the person who asked or required me to do so), you agree to pay me \$380 per hour (prorated in 15-minute increments) for that non-session time, plus reasonable expenses and legal fees. "Non-session time" includes, but is not limited to, offsite visits, consultation with third parties, report writing and reading, travel time, and preparation for depositions, hearings and trials. I may require an advance deposit or payment for these fees and expenses, which will not be reimbursed by your insurance.

**OUR RELATIONSHIP:** The relationship between us is professional and therapeutic, rather than personal. It is vital to maintain the professional nature of this relationship, so personal, social and business activities of any kind between us are inappropriate because they undermine the effectiveness of the therapeutic relationship. Gifts, bartering, and trading services are not appropriate. Sexual intimacy between a therapist and a client is always inappropriate and illegal. If this has happened to you in the past, you should file a complaint with the appropriate licensing agency. I am solely responsible for the therapeutic relationship between you and me. You release Insights and its other therapists from all aspects of the therapeutic relationship between you and Therapist.

**CONFIDENTIALITY AND YOUR RIGHT TO PRIVACY:** Discussions between a therapist and a client are confidential. I will not disclose your identity or what you tell me in therapy, except when you authorize me to do so and when disclosure is required or permitted by law. Examples of when I can be required to reveal our communications are:

- I suspect abuse or neglect of minors, elders and disabled persons
- I believe there is a threat that you will harm yourself or others
- I believe you are unable care for yourself and additional help is needed
- There is an inquiry by my professional licensing board
- I am required to do so in legal proceedings

In addition to collaborating with other Insights therapists about your case, it is sometimes appropriate for me to consult with outside professionals about certain cases. Therefore, it is possible that I will discuss your case with outside therapists to gain information or insight about your situation. If this occurs, your name and identity will not be revealed during these discussions. Your insurance company may contact me about the progress of your therapy. By signing this Informed Consent to Treat, you authorize Insights and me to discuss your diagnosis and treatment plan with your insurance company. I will respect your privacy within these limitations.

**MARRIAGE AND FAMILY CLIENTS:** When I treat a couple or a family (a “treatment unit”), the treatment unit is the client, not the individuals. If there is a request from a third party for the records of the treatment unit, I will not release any confidential information unless I am required by law to do so or unless I have written authorization from the entire treatment unit.

During my work with a couple or a family, I may at times see fewer than all members of the treatment unit (e.g., an individual or two siblings) for one or more sessions (a “limited session”). Limited sessions are part of couples or family therapy, not individual therapy. I may determine it is in the treatment unit’s best therapeutic interest for me to share information learned in a limited session (“limited session information”) with other members of the treatment unit. I will use my best judgment as to whether, when, and to what extent I will disclose limited session information to other members of the treatment unit; and, if appropriate, I will give the discloser(s) of the limited session information the opportunity to disclose it to the other members of the treatment unit. If you have matters that you absolutely do not want to be shared with other members of the treatment unit, you should consult and discuss these matters with an outside individual therapist, not me.

This "no secrets" policy allows me to continue to treat the couple or family by preventing, to the extent possible, a conflict of interest to arise where an individual's interests may not be consistent with the interests of the treatment unit. For instance, limited session information may be relevant or even essential to the proper treatment of the couple or the family. If I am not free to exercise my clinical judgment regarding the need to bring this limited session information to the couple or the family couple during their therapy, I might be placed in a situation where I will have to terminate treatment of the couple or the family. This policy is intended to prevent the need for such a termination.

**YOU ACKNOWLEDGE YOU HAVE BEEN PROVIDED A COPY OF INSIGHTS' NOTICE OF PRIVACY PRACTICES.** If you have any questions about confidentiality, let me know and we can discuss this further.

**TELEPHONE PROCEDURES:** During office hours, you can reach me at 214.706.0508. If I give you my cell phone number, you can sometimes reach me after hours. If I am available, I am happy to talk with you by phone; however, I may charge my regular session rate for phone calls which exceed ten minutes. I am normally not available after hours.

**EMERGENCIES:** In case of emergency (an urgent issue requiring immediate action), you should immediately contact 911, your physician, your local emergency room, the local police department or a crisis hotline. It is your responsibility to seek appropriate resources in emergency situations. Insights is not a crisis center; neither I nor Insights will be held responsible for any damages occurring as a result of unmet crisis or acute care. In case of emergency, Insights is authorized (but not required) to discuss your emergency situation with the Emergency Contact listed in your New Client Information form.

**THERAPIST'S INCAPACITY OR DEATH:** If I become incapacitated, die or cease to practice counseling, it will become necessary for another therapist to take possession of your files and records. By signing this Informed Consent to Treat form, you consent to allow Insights to take possession of your files and records. Insights will assist you in selecting a therapeutically appropriate successor.

**TERMINATION:** Normally we will terminate therapy by mutual agreement. You have the right to terminate therapy at any time. If you do not schedule an appointment within 90 days of your last therapy session, I have the right at any time thereafter to deem your therapy terminated. As our therapy proceeds, I will assess the continued benefit of your therapy with me. I do not continue to treat clients who are not benefitting from therapy or those who believe I am unable to help. I will discuss this with you and, if appropriate, terminate treatment. In case of termination, I will provide you referrals to other therapists who may be of help to you. If you request it and authorize it in writing, I will consult with the therapist you select to assist in your transition.

**COMPLAINTS:** If you have a complaint or concern, please speak first to me. If we are not able to resolve the complaint or concern, you may contact my licensing boards as follows: Texas State Board of Examiners of Professional Counselors; Texas State Board of Examiners of Marriage and Family Therapists; Licensed Chemical Dependency Counselor Program; Complaints Management and Investigative Section; P.O. Box 141369, Austin, Texas 78714-1369; 1.800.942.5540 (phone).

**CONTACT INFORMATION:** You consent for me and Insights to communicate with you by mail, text, email, and phone at the addresses and phone numbers you provided on the new Client Information Form, and you will IMMEDIATELY advise me if there is any change.

**CONSENT TO TREAT:** You have voluntarily agreed to receive mental health assessment, care, or treatment, and you consent to and authorize me to provide such assessment, care, or treatment in the manner I consider necessary and advisable. You agree to participate in the planning of your care and treatment; you may stop care or treatment at any time.

**AMENDMENT:** I may amend this Informed Consent to Treat form on prior notice to you.

**BY SIGNING THIS INFORMED CONSENT TO TREAT FORM, YOU ACKNOWLEDGE YOU HAVE READ AND UNDERSTOOD ALL THE TERMS AND INFORMATION CONTAINED IN IT AND THAT AMPLE OPPORTUNITY HAS BEEN OFFERED TO YOU TO ASK QUESTIONS AND SEEK CLARIFICATION OF ANYTHING UNCLEAR TO YOU.**

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Client signature

Date