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I provide a letter when I initially meet with someone interested in beginning analysis to explain important aspects of how I work. I am trained and work analytically. Analytic work affects cognitive, behavioral and emotional experience. The focus is helping you learn how to get relief from painful emotional problems, improve personal relationships, become more productive at work and take more pleasure from life.

The frequency of sessions and the length of the psychotherapy are aspects of the work that the patient and I decide together.

Messages for me can be left on my confidential voicemail (949)263-0703 at any time. Although I check my messages several times each day, I cannot be sure of receiving a message immediately, so that arrangements must be in place in the event an emergency arises. In an emergency you may go to the emergency room of any hospital, or call 911. The time to use an emergency room or 911 is when physical safety is at risk.

My fee is \$180 per session. You may pay at each session or I can bill once per month, on the final session of the month. I ask that the bill be paid by the final session of the following month. If more than two months of unpaid payments accumulate, it is necessary to discuss and agree upon a payment plan before the psychotherapy can continue. If you claim hardship, we can discuss a sliding scale. If your financial situation changes you must let me know and the fee will be adjusted according to your gross monthly income.

I make time available for your sessions. Consequently, considerable absences interfere with treatment. It is important to understand that you are financially responsible for the time we have agreed to work together. I take approximately four to five weeks of vacation each year. When I am away, another clinician will provide coverage. I will share with the covering clinician any important issues that the client and I agree the covering clinician should know about, in case the client needs to contact that person in my absence. The clinician covering for me can be reached through information that is on my voicemail.

I have both a legal and ethical duty to ensure that what a patient and I talk about remains confidential. In addition, both law and ethics require that I discuss circumstances in which aspects of the work may not be confidential. For

example: child abuse, protecting the physical safety of my client or someone else.

From time to time, I consult with other mental health professionals when I judge that doing so would be helpful to the psychotherapy. When speaking with other professionals I make every reasonable effort to disguise identifying information about a patient. Any professional with whom I speak is, like me, bound by confidentiality.

Finally, it is important to know that other therapies are available. Patients should feel free to explore other therapies if they find this therapy not as helpful as they would like; I can provide referrals to therapists whose way of working is different than my own.

Please feel free to ask questions you may have about anything in this letter or about any aspect of treatment in general.

Signing this form indicates that you have read, understood the policies outlined in this form and consent to beginning treatment with me.

Date_____