

# **CONSENT TO PARTICIPATE IN ASSESSMENT AND/OR TREATMENT**

## ***CONFIDENTIALITY AND LIMITS OF CONFIDENTIALITY***

Information shared in therapy is **confidential** and, **for the most part**, Dr. Young cannot communicate any of your information to others without your written permission.

There are certain limits to confidentiality in psychological services; typically, in situations where Dr. Young thinks there may be a risk of harm, such as:

- if someone under 19, or a vulnerable adult, needs to be protected from abuse or neglect of any kind, a report must be filed with the appropriate agency or authority
- if you present imminent danger to yourself or others, the law requires steps be taken to prevent harm
- if a court orders the disclosure of records, they must be released
- if you are told you are unsafe to drive but continue to drive, department of motor vehicles must be informed
- if you reveal that a member of a registered healthcare profession is doing something dangerous to a member of the public, it is required that the professional's college be informed

What is in your file? Your clinical file includes any information collected from you and about you, such as: emails, texts, contacts, legal forms, visit and payment records, referral information, intake notes, reports, and brief session records. Dr. Young will store your clinical file electronically on secure, third-party, computer servers located in Canada, with any paper documents kept in a locked cabinet. Documents are stored for seven years, in accordance with guidelines.

Who else has access to my information?

- Dr. Young's employee(s), who have signed a confidentiality agreement, will have access to your file for administrative purposes only. They will not have access to session notes.
- In case of emergency, a psychologist designated by Dr. Young will be responsible for your file.
- To provide continuing education and improve client care, Dr. Young participates in consultation meetings with other psychologists. Consultation involves discussing client treatment., but your identity would never be revealed.

## ***BENEFITS AND RISKS OF TREATMENT***

*Possible Benefits:*

- Increase self-awareness to help identify problems and problematic behavior patterns
- Learn new ways to look at and understand situations
- Develop new skills to assist with things such as: coping with stress and difficult situations, solving problems, and/or improving relationships
- Decrease troublesome emotional symptoms

*Possible Risks:*

- Although the process of personal change is different for everyone, therapy often stimulates difficult thoughts, memories and feelings. This leads to people sometimes feeling worse before they feel better.
- Therapy can change how you see yourself, situations, and others. This may lead to changes in your relationships; sometimes in good ways and sometimes in not so good ways.
- Despite potential benefits to therapy, unfortunately, there is no guarantee of success.

Sandra Young, PhD, RPsych #2296; Dr. Sandra Young, Psychological Services  
390-8029 199<sup>th</sup> Street, Langley, BC V2Y 0E2; P 778-241-8572; F 778-778-618-2060; drsandyoung@hushmail.com

## **ACKNOWLEDGEMENT AND CONSENT**

In knowledge and appreciation of the benefits and risks, as made known to me by Dr. Young, and as reflected in this form, I hereby give my consent to participate in assessment and/or treatment with Dr. Young (Dr. Sandra Young, Psychological Services).

I, \_\_\_\_\_, acknowledge I have had the opportunity to carefully read this document, to ask and have answered any questions or concerns arising from it, that I understand the information contained in this document, that it records my consent, and that I have been provided a copy of it.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Client

Signed: \_\_\_\_\_  
Dr. Sandra Young, RPsych #2296

## **ADDITIONAL INFORMATION**

### **FEES AND LENGTH OF SESSIONS**

- Intake sessions last 80-minutes and are billed at \$300.
- Individual therapy sessions typically last 50-minutes and are billed at the regular hourly rate of \$200.00.
- If you are late, your appointment will still end at the scheduled time.
- Telephone conversations with you or any third-party; file reviews; and reports exceeding five minutes will be billed in 15-minute increments at the regular hourly rate.
- Fees are subject to increases. Your Psychologist will provide six-weeks notice of a fee increase.
- Fees paid to Psychologists may be tax deductible as a medical expense.

### **PAYMENT**

- We will discuss payment at your first session and take payments at the start of each session.
- Payment may be made by **cash, credit card, e-transfer, or cheque**. If you choose to pay by credit card, the credit card processing company can save your credit card information. Dr. Young will then be able to charge your credit card for future sessions but will not have access to your credit card number.
- If you provide eligible extended health benefit information, we will bill them first and invoice you the remaining fees.
- If you have made arrangements for a third party to pay your Psychologist directly, you will be asked to provide consent to discuss schedule, payment and receipt information, and any other information you wish them to have, with that third party prior to your psychologist contacting them. If the third party refuses to pay for sessions, you will be responsible for the payment.

## **PROCESS OF THERAPY**

During therapy, we may discuss areas of concern, such as past or current difficulties or experiences, and/or distressing thoughts, feelings, and behaviours. You get to decide what you wish to disclose, but Dr Young can only assist with what you are able to share.

Therapy is collaborative, meaning you will be asked to be involved in determining what areas you want to work on and what actions you think would be useful for you to experiment with. Therapy is more effective when you practice and experiment with new skills in your everyday life.

## **SCHEDULING AND CANCELLATION POLICY**

- Session scheduling may be done by email, phone or the online scheduling system.
- Please provide 24-hours' notice of cancellation or you may be charged a \$100 missed session fee. Health benefits and insurance plans do not pay for missed sessions.
- Please contact Dr. Young as soon as possible if you are too ill to come to your appointment.
- Dr. Young has a list of individuals waiting for services. If you cancel or miss three sessions in a row we will assume you may no longer be wanting services or may not be ready for treatment. At that time, you won't be able to book further sessions and we will provide you information about alternate resources.

## **COURTESY REMINDERS**

You may request reminder emails when completing your intake form. If you do, you will receive a courtesy email reminder two business days before your appointment. Due to the possibility of technical problems, please also make note of your appointment date and time.

## **ELECTRONIC COMMUNICATION AND SOCIAL MEDIA**

**Email and text communication** can be useful, but Dr. Young only uses them for administrative purposes and only with your permission. All emails and texts will become a part of your file. If you must communicate confidential or personal information electronically, please use **fax** or request an **encrypted email link**. Dr. Young does not communicate with or contact clients through **social media** to support confidentiality.

## **PUBLIC ENCOUNTERS**

To protect your confidentiality and privacy, Dr. Young will not approach you if she sees you in public; she will likely speak with you if you approach her, but not introduce you to the people she is with.

## **REPORTING**

Occasionally, Dr. Young may be asked to release your information to a third party (e.g., insurance claims, legal cases). If this happens, you will be notified and, when necessary, your written consent to release this information will be requested. Reports are the property of whomever contracts them and cannot be released to others by Dr. Young. Please request reports, in writing, from the referral source.

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## **AFTER HOURS EMERGENCIES**

Dr. Young is not always available, and her office is not open on weekends or after hours, so her office is not well-equipped to handle emergencies outside of sessions.

If you experience an **emergency**, you probably already know to **phone 911 or go to the nearest hospital emergency department**.

There are also several provincial **crisis lines** which may also be useful:

- 1800SUICIDE: 1-800-784-2433 if you are considering suicide or are concerned about someone who is
- Mental Health Support Line: 310-6789 604 851 8855
- Fraser Health Crisis Line: 604-951-8855 or 1-877-820-7444 (toll free)
- Vancouver Coastal Distress Line: 604-872-3311 / 1-866-661-3311
- <https://crisiscentre.bc.ca> or CRISIS CHAT: [www.youthinbc.com](http://www.youthinbc.com) or [www.crisiscentrechat.ca](http://www.crisiscentrechat.ca)

## **RIGHT TO REFUSE SERVICE**

Therapy is voluntary. You may choose to end therapy at any time and are under no obligation to explain why. If you do choose to end therapy, you may find it useful to discuss alternative options with Dr. Young.

## **COMPLAINTS**

Please bring any concerns you have regarding your treatment or assessment to your Psychologist first. If this does not resolve your concerns, or if this is not possible, please contact the College of Psychologists of British Columbia (see below for contact information).

## **COLLEGE OF PSYCHOLOGISTS OF BC**

*The College of Psychologists of British Columbia is the regulatory body for psychologists in B.C. **Their role is to regulate the practice of psychology in the public interest** in accordance with the Health Professions Act by setting the standard for competent and ethical practice, promoting excellence, and taking action when standards are not met.*

*If you have concerns about the practice of any psychologist in BC, you may contact the College at:*

*By regular post or courier:*

College of Psychologists of British Columbia  
404 – 1755 West Broadway  
Vancouver, BC V6J 4S5

*By telephone:* (604) 736-6164

(or toll free in BC at 1-800-665-0979)

8:30 a.m. – 4:30 p.m., Mon - Fri excluding Holidays

*By facsimile:* (604) 736-6133

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Personal information collected by private organizations in BC is regulated by the Personal Information Protection Act (PIPA; [http://www.bclaws.ca/civix/document/id/complete/statreg/03063\\_01](http://www.bclaws.ca/civix/document/id/complete/statreg/03063_01)). Psychologists are regulated in accordance with the College of Psychologist of BC ethical guidelines (<http://www.collegeofpsychologists.bc.ca/docs/10.CPBCCCodeofConduct.pdf>). If you have any questions about the collection, use, or disposal of this information, please contact Dr. Sandra Young, RPsych, 390-8029 199<sup>th</sup> Street, Langley, BC V2Y 0E2; P 778-241-8572; F 778-778-618-2060; [drsandryoung@hushmail.com](mailto:drsandryoung@hushmail.com).

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