

Integrated Counseling Center LLC

Service Agreement

Integrated Counseling Center is a state certified outpatient mental health and AODA service. The general hours of operations Monday through Thursday 8:00 am to 5:30 pm and after hours and weekend by special appointment. The office telephone number is (920) 929-9140. During the initial appointment every client of the service will receive information regarding their rights, grievance procedure, confidentiality policy and a fee agreement. Please review the information and discuss any questions with your therapist. Services are provided without regard to age, race, religion, sexual orientation or disability.

The clinical staff of the service will provide you with an assessment evaluation, a follow up session to discuss the results of your evaluation, diagnosis and recommendations for care. Regular scheduled appointments will be scheduled with your verbal agreement. Therapy services are voluntary and you are not required to participate; however, this may further create continued difficulty with major life areas. If you opt to participate in therapy then you are agreeing to be an active participant in your treatment, assist in the development of your treatment goals and follow up on any referrals or other resources that may benefit you. If at such time you are no longer interested in receiving therapy you may let your therapist know and discontinue at that time. Other general reasons for discharging from care include refusal to participate in recommended level of care, non participation in care, abuse of substances or prescribed medications, not paying fees or missing two appointments without cause.

In the event of an after hours emergency and you are not able to reach your therapist please leave a message describing the situation on the voice mail or contact the after hours number. If you require more immediate attention please call one of the numbers below.

- Fond du Lac County: 929-3535
- Winnebago County: 722-7707
- Outagamie County: 832-4646

If you need immediate care you may go to the emergency room at any hospital. In Fond du Lac, contact St Agnes Hospital at 920-926-4600; Aurora Health Care, Oshkosh at 920-303-8700; St. Elizabeth Hospital, Appleton 920-738-2100; or Theda Clark Medical Center, Neenah at 920-729-2063. You will be evaluated and admitted to a hospital if necessary.

By signing this document you are indicating that no guarantees have been made to you regarding the outcome of your treatment. In addition, you are allowing us to bill your insurance carrier and to submit whatever information necessary to secure a payment from your carrier. You agree that you understand what was explained to you and that you received copies of all paperwork. This consent may be withdrawn at any time.

Client Signature

Date

Therapist Signature

Date