

DEBBIE BAUER, M.A.
LICENSED MARRIAGE AND FAMILY THERAPIST
2255 Morello Ave, Suite 103 - Pleasant Hill 94523
Phone: (925) 437-2203 www.debbiebauer.com

Dear Client:

Please complete the attached registration form necessary for my records. The following paragraphs will provide you with information regarding my policies and procedures.

CREDENTIALS: I am a licensed marriage and family therapist practicing since 2002. I have a bachelors degree in psychology from the University of Hawaii and a masters degree in counseling psychology from Saint Mary's College of California.

FEES: My regular fee is \$130.00 and based on a 50 minute session. Fees may also be charged for services rendered outside of therapy sessions including telephone calls which exceed 5 minutes, testing, and reports. It is my policy that fees are paid at the time of your appointment and that fees are maintained on a current basis. A \$20 fee will be charged for any check returned with insufficient funds. I accept cash, checks, Visa and MasterCard. Clients are responsible for the entire fee, as I do not participate in insurance panels.

MISSED SESSIONS: Sessions must be cancelled at least 24 hours in advance of the scheduled appointment. Failure to inform me of your cancellation 24 hours prior to the scheduled session will result in a charge to you for the full time set aside for your appointment.

CONFIDENTIALITY: Information you share with me is confidential *except*: if I have reason to believe there is danger of homicide or suicide; if there is an indication of child, dependent adult, or elder abuse or neglect; or if deemed in the best interest of a client who is a minor (generally therapy information concerning minors is kept confidential). In these cases I have an ethical duty, as well as a legal obligation in situations involving homicide risk or abuse, to take necessary protective measures.

AVAILABILITY AND EMERGENCIES: I have a voice mailbox available at all times should you need to contact me. My voice mail is confidential and I check my messages frequently. I am not set up to provide emergency services and therefore, in the event of an emergency, you may call the Crisis Center at (800) 833-2900, phone 911 or go to the nearest emergency room.

Sincerely,

Debbie Bauer, M.A. LMFT