**

Untangle Psychotherapy

Leah Boisen, Ph.D.

***Welcome***

This psychotherapy disclosure form will answer most of your questions about therapy services at my office. As a client, you have the right to ask me any questions you may have about my qualifications, background, or orientation. Please feel free to ask for clarification or additional information at any time.

**Top of Form**

***Education and Training***

I have over a decade of experience in the field of psychology and have been working as a therapist in counseling centers, non-profit community mental health clinics, and hospitals since 2006. I hold both a Master’s degree as well as a Ph.D. in Clinical Psychology, which means that I have received extensive training in the research, teaching, and practice of psychology and psychotherapy. I completed my undergraduate degree in Psychology at Point Park University and both of my graduate degrees at Duquesne University in Pittsburgh, Pennsylvania, before moving to Chicago, Illinois to complete my intensive pre-doctoral internship at the University of Illinois at Chicago. I am a Clinical Psychologist, which means that I have been trained in counseling and therapy as well as assessment, diagnosis, and multiple modalities of psychological treatment. I have completed all educational, clinical, and research requirements commensurate with a Clinical Psychologist designation, and am currently preparing to take the Examination for the Professional Practice of Psychotherapy (EPPP), which will finalize my licensure in the state of Washington. While I work to complete this final component, I attend regularly scheduled meetings with a Washington State Licensed Mental Health Counselor, Dr. Claire Steele Lebeau (LH#4994) to ensure that I am compliant with all local and federal laws pertaining to the practice of psychotherapy.

***Therapeutic Approach***

My training and background are in existential, phenomenological, humanistic and psychoanalytic forms of therapy. This means that I approach therapy as a holistic process, in which all parts of your experience are potentially meaningful and important. My approach to therapy is to allow you to guide our sessions in terms of what feels important to discuss or explore more, and then to use that information to highlight certain covered over aspects and link us to new areas for exploration. This means that at times I may point out something that you had not thought of, or that seems unrelated to your concern. It is important to know that therapy may be a mix of talking about concerns or issues that arise for you throughout the day or week, as well as discussing past events or instances that may not at first seem connected, but could be related to your current circumstances or struggles. While this may feel unusual at first, I believe that human beings are complex, and respect my clients by exploring together any and all salient pieces of your experience. I also believe that together we can build a strong foundation for integrating past experiences into something meaningful and transformative for your movement in the future.

In our sessions, we will explore the places where you feel stuck, unresolved questions, concerns, and unhealed emotional wounds that may be keeping you from moving forward or are causing you distress. We will look at the way your family and cultural histories have impacted your current values, relationships, and behaviors. We will examine thoughts, feelings and beliefs that influence your choices, and your responses to situations in which you find yourself today. During the therapeutic process, it is important for you let me know if anything makes you feel uncomfortable or uneasy so we can explore these feelings together. Some days you may leave therapy feeling refreshed, inspired, or empowered, while other times you may leave feeling confused, frustrated, or discouraged, and it is important to expect and to discuss openly the many different feelings that can arise both during and after sessions. You may ask questions about anything that happens in therapy or request a change in direction at any time.

***Confidentiality***

Therapy sessions between a client and therapist are strictly confidential. Generally, no information disclosed within a session will be shared with anyone without your written permission. If you are seeing another health professional (such as a psychiatrist), it may be necessary or beneficial for me to contact that person so that we can coordinate our efforts. If this is the case, or if there is anyone you would like me to share information with, we will discuss this in session and I will ask for your written permission. As mandated by law, the following are exceptions to your guaranteed confidentiality which require action on my part:

∞ If an incidence of child, elder or dependent adult abuse or neglect has occurred,

∞ If there is a threat of serious harm to one’s self or to others,

∞ If a court order has been issued.

If any of these situations should arise, we will discuss together what this means in terms of reporting a necessary incident, planning for safety, or complying with a court request.

In the case of relationship counseling, the relationship as a unit is considered the client, and information between relationship members and myself will be freely shared (i.e. I cannot keep information confidential on behalf of one relationship member from another member). Exceptions to this would include instances of verbal, physical, mental, or sexual abuse occurring within the relationship, in which case any member can and should feel safe disclosing any incidents or safety concerns to me individually, which I will hold confidential within the parameters of the law.

***Scheduling***

Therapy is most effective if carried out on a regularly scheduled basis. Individual therapy sessions are scheduled for 45-60 minutes, unless a longer time is explicitly negotiated ahead of time. Relationship counseling sessions are scheduled for 60-75 minutes. Sessions start at our scheduled start time, and will end within the stated window of time when it feels as though an important moment of insight or conclusion has been reached, or, barring such a moment, when time has concluded. In some cases, it may be important for either you or me to negotiate a precise ending time and to keep to a structured time limit, which we can discuss as the need arises.

If you are late for an appointment, you will have the remainder of the scheduled hour available to you, but we will not be able to run over the scheduled time. If I begin a session late, I will either see you for the full time or schedule a subsequent, and proportionately longer, session as I am able. If you need to cancel an appointment, **please do so 24 hours in advance to avoid being charged the full fee amount of your session*.*** I hold your appointment time each week for you and ask that you please let me know with as much notice as possible if you plan to miss a session so that I can otherwise schedule that time. Excepting unusual or emergency circumstances, failure to cancel an appointment with 24 hour notice will result in a full fee charge for the session. If you do miss an appointment due to unusual circumstances, please feel free to discuss this with me. If I ever need to cancel an appointment unexpectedly, I will contact you as soon as possible using the most immediate means of communication possible. Should I ever miss an appointment without any prior notification, I will see you at your next appointment free of charge.

***Travel and Emergencies***

I travel approximately 2-3 times a year for periods of 1-4 weeks, during which time I will be out of contact. I will let you know at least a month in advance of my departure and will also leave you the name of a respected mental health therapist you can contact in case of emergency while I am away.

If you are in crisis and need immediate attention after hours, or during other times in which I am not available, please call the 24 hour Crisis Clinic at: (206) 461-3222. If you are concerned that you may hurt yourself or someone else, please call 911, or go to the nearest hospital emergency room for assistance.   
  
***Fees***

My fee is $120 for an individual therapy session, and $150 for relationship counseling sessions. Payment is due at the end of each session and is accepted in the form of cash or check. If you need to make a different arrangement to pay, please let me know and we can discuss it. I do not accept insurance at this time, although some clients may be able to seek full or partial reimbursement from companies by submitting a receipt. If you are considering or hoping for reimbursement, I suggest that you check the amount of your annual deductible and whether this has been met, as it is always better to know what to expect before you are billed. As a general rule, if a client is behind in payment for two sessions, I will place our meetings on hold until the client has caught up with payments.

***Contact***

If you need to leave a message for me, please call my office at (206) 452-6018 and leave the best number to reach you at, as well as the times you will be at that number. I will always return your call as soon as possible, but if the call is urgent, please let me know. I check both phone and email messages regularly on weekdays between 9:00 AM and 6:00 PM, excepting scheduled holidays.

If you decide to email me at leah.boisen@untanglepsychotherapy.com, please be advised that electronic mediums such as email are not secure and I cannot guarantee the confidentiality of this form of communication. Additionally, please note that phone and email communication should generally be limited to scheduling and other technical concerns. If you are experiencing distressing symptoms or would like to discuss a situation that has transpired between sessions, you may absolutely call or email me to see if we are able to plan an additional meeting time before our next scheduled session, but phone/email are not good mediums through which to attempt to fully describe or explore these incidences. If you feel you may need or desire after hours contact, please feel free to bring this up in our initial sessions so that we can develop the best plan for your situation.

***Ending Therapy***

You have the right to end therapy at any time. I also have the right to end therapy if I feel that it is no longer effective or the best therapeutic option. I do ask that we have at least one ending session, as sometimes discussing issues in therapy can evoke feelings that result in wanting to end therapy. If this becomes true, I encourage you to discuss these feelings openly with me. While ending may indeed be the best course of action, discussing the desire to end can often be of great benefit to you and your therapy, regardless of the outcome.

***Client Consent to Counseling***

Please sign this form and keep a copy for yourself for future reference.

I have carefully read and understand this statement. I understand the limits to confidentiality required by law. I understand my rights and responsibilities as a client, and my therapist's responsibilities to me. I agree to undertake therapy with Dr. Leah Boisen at Untangle Psychotherapy. I may end therapy at any time and refuse any requests or suggestions made by Dr. Boisen.

I have read, understand and agree to the information and policies described in this client information form.

Client Printed Name Client Signature

Therapist Printed Name Therapist Signature

DateBottom of Form