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# VANESSA U. SEGOVIA, MA, LMFT

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*Welcome.*

*Upon entering into a psychotherapeutic relationship, there are certain rights and responsibilities both you as the client, and myself as the therapist have. Below is a summary of the fundamental rights afforded to both parties. Also included is various information about my professional services and business policies. Please feel free to ask any questions in response to this information.*

## ***Psychological Services***

Psychotherapy is not easily described in general statements. It varies depending on the personalities of the psychologist and patient, and the particular problems brought forward. There are many different methods I may use to deal with the problems that you hope to address. My approach is to provide a safe and supportive environment for your therapy process.

Psychotherapy can have benefits and risks. Since therapy sometimes involves discussing difficult aspects of your life, you may experience uncomfortable feelings like sadness, guilt, anger, frustration, loneliness, and helplessness. However, psychotherapy also has many benefits. Therapy often leads to better relationships, solutions to specific problems, and significant reductions in feelings of distress. However, there are no guarantees as to what you will experience. What I can guarantee is that I will facilitate your process to the absolute best of my ability at all times and while we can not change difficult or traumatic situations of the past, we can work together to better understand and resolve challenges in your current life.

## ***Confidentiality***

Your identity as a client and all you say in our therapy sessions is confidential. However, California State law requires that I breach confidentiality under certain circumstances which follow:

1. If the client threatens to harm him/herself or others.
2. If the client discloses information which leads me to suspect child or elder abuse.
3. I am ordered to release records to a court judge. (In many legal proceedings, you have the right to prevent me from providing any information about your treatment. However, in some proceedings in

which your emotional condition is an important issue, a judge may order my testimony if he/she determines that the issues demand it.)

While these situations rarely occur in my practice, the chance of this must be understood. Should a situation such as these occur, I will make every effort to fully discuss it with you before taking any action.

### ***Dual Relationships***

Ethically, I am prohibited from having any type of dual relationship of any nature with my clients, such as business, social or sexual. It is also unwise for us to develop a friendship at the end of the treatment. In addition, as a personal rule I do not accept any type of gifts, barter or other items of value as personal offerings or in exchange for services. This helps to ensure the professional nature and individual boundaries of our client/therapist relationship.

### ***Cancellation Policy***

Attending sessions is essential to productive therapy. Therefore 24-hour notice is required to avoid incurring a charge for our session as this time has been specifically reserved for you. However, I prefer 48 hours or more when possible. (Exceptions will be made in the case of hospitalization or extreme emergency.)

### ***Payment***

Payment is due at the time of service. I accept personal checks, cash and electronic payments via PayPal, Venmo and Chase QuickPay. My regular fee for a standard 50-minute therapy session is \$120. Most sessions run 50-60 minutes, please plan for that time. If you should choose to use medical insurance, I will provide a form at the end of each month to submit to insurance. However, I do not submit directly to an individual's insurance company as this time. (In circumstances of unusual financial hardship, I may be willing to negotiate a fee adjustment or payment installment plan.)

\*All fees are subject to review annually, at the beginning of each calendar year.

### ***Availability and Contact***

My preferred method of contact is email communication or text message. It is convenient for setting up appointments and short communications. I generally check phone and email messages in between

most sessions and if time allows I will do my best to respond immediately. I can be reached via telephone at 831.480.5118 and email at vusegovia@gmail.com. While I am typically in the office between 8AM to 6PM I do not answer phone calls while in a therapy session. When I am unavailable, my telephone is answered by my confidential voicemail box, please feel free to leave a detailed message and expect a returned phone call within 24 hours or less. If you are unable to reach me and feel that you can't wait for a returned phone call, I suggest you contact your family physician or the nearest emergency room and ask for the psychologist on call. If you are experiencing a life threatening emergency please call 911. In the case that I should be unavailable for an extended time, I will provide you with the name of a colleague to contact, if necessary.

While this written summary of exceptions to confidentiality should prove helpful in informing you about potential problems, it is important that we discuss any questions or concerns that you may have with the above information. If you request, I will provide you with relevant portions or summaries of the state laws regarding these issues. You are always welcome to contact an attorney in addition. Should you have any concerns regarding my own required guidelines as a therapist please also let me know and we can discuss any issues.

Your signature below indicates that you have read the information in this document and agree to abide by its terms during our professional relationship.

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Client Name

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Date

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Client Signature

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Date

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Vanessa U. Segovia, MA, LMFT

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Date