

**Kara Hartzell, LCSW  
A New Beginning Counseling  
4131 Spicewood Springs Rd. Ste. N3  
Austin, TX 78759  
512-843-0436**

## **Agreement and Consent Form**

I am a recognized by the State Board of Social Work Examiners as a Licensed Clinical Social Worker. This permits me to provide therapeutic services in a private practice setting. I hold a Master's Degree in Social Work from the University of Texas at Austin.

I hope to create a safe and warm environment for you to discuss your needs. Assessment, the number of sessions, treatment and outcomes will vary for each client. A continual discussion of individualized goals should be discussed as well as any concerns you may have during the course of this therapeutic relationship.

### **Confidentiality**

All information disclosed within sessions and the written records pertaining to those sessions are confidential and may not be revealed to anyone without your (client's) written permission, except where disclosure is required by law:

- Where there is a reasonable suspicion of child, dependent or elder abuse or neglect.
- Where a client presents a danger to self, to others, to property, or is gravely disabled.
- When client's family members communicate to Doran Oatman that the client presents a danger to others.
- A medical emergency
- The client discloses sexual contact with another mental health professional.
- The client authorizes the therapist to release records.
- The therapist is ordered by a court to disclose information.
- The therapist is otherwise required by law to disclose information.

As my supervisor, Doran Oatman and I may consult about therapeutic assessment, diagnosis and treatment options. All consults are confidential and conducted in the therapy office.

Please see our Notice of Privacy Practices for more information on Disclosure and Your Rights.

### **Emergencies**

I do not provide 24-hour or emergency therapy services. Should you or someone you know require emergency service, you may call or seek services from the following: Psychiatric Emergency Hotline at 512-472-HELP (4347), go to the nearest hospital room, or dial 911 for emergency assistance. If there is an emergency during our work together, I will do whatever I can within the limits of the law to make sure you receive proper medical care.

## **Social Media and Electronic Communication**

In following the National Association of Social Workers Code of Ethics, I am mindful of the ways that connecting with clients on social networks may potentially compromise client confidentiality or may create multiple relationships with people with whom we have already established one type of professional relationship. Social media contact that is prohibited includes and is not limited to Facebook, Twitter, Google plus and LinkedIn. Doran Oatman, LCSW uses a professional facebook page to post articles and information about her practice. She will never reveal client information on this page. It is left to your discretion should you choose to comment on the professional facebook page. I prefer using email only to arrange or modify appointments. Please do not email me content related to your therapy sessions, as email is not completely secure or confidential.

## **Fees and/or Additional Costs**

Fees are set at \$110 for a 50 minute session and \$150 for an 80 minute session. I offer adjusted rates for those that demonstrate need. Cash, check, credit, debit and HSA cards are accepted forms of payment. Payment is due at the time of service delivery. Appointments not canceled within twenty-four hours before the scheduled appointment time could be subject to the whole session fee. Failure to keep three appointments, may result in termination of treatment. There will be a \$25 charge for all returned checks. If I am required to be involved in court matters, the fee is \$200/hour with a half-day minimum. There is no sliding scale on these costs. If a copy of the record or treatment summary is requested you will be charged \$.25 for each page copied and you will be expected to pay for the copies at the time you pick them up.

## **Grievance/Complaint**

You have the right to file a confidential grievance if you have an unresolved concern regarding therapy/therapist. You can file this complaint in writing to:

The Texas State Board of Social Work Examiners  
Complaints, Management and Investigations Section  
P.O. Box 141369 Austin, TX 78714-1369 or call  
1-800-942-5540 to request the appropriate form or obtain more information.

I will not retaliate against you for filing a complaint.