

THERAPY STUDIOS

create a life you love

COMMUNICATION POLICY

TELEPHONE

Voicemails are confidential. Voicemails may become part of the medical record. Phone messages left by current clients with critical time sensitive concerns will be returned as promptly as possible, however, no availability outside of scheduled sessions is guaranteed. If you feel unsafe, it is important for you to rely on alternatives for keeping yourself safe, although if I am available I am happy to help. If it is okay to contact you via telephone and leave voicemails, please indicate this choice by initialing here: _____

EMAIL

Emails sent to me may become part of the medical record. Due to uncertainty regarding confidentiality with electronic messages, and the numerous benefits of face-to-face communication, therapy will not be conducted via email. Please allow 5 business days for a response to emails. If it is okay to contact you via email, please indicate this choice by initialing here: _____

TEXT MESSAGING

Texts sent to me may become part of the medical record. Therapy will not be conducted by text messaging, so please reserved texting for scheduling + administrative concerns. Please allow 5 business days for a response to texts.

Text message reminders generated automatically by my practice software for appointments are available. If you would like text message reminders, please indicate your desire and give me permission to do so by initialing here: _____

SOCIAL MEDIA

It is unethical for therapists to engage in relationships outside of the therapeutic relationship, including social media. For this reason, providers do not friend, follow, subscribe, or otherwise engage with clients outside of the therapy room. This is to safeguard your confidentiality as well as create healthy boundaries for the therapeutic relationship.

CLIENT PORTAL

Any messaging or forms signed online through your client portal are confidential and become part of your medical record.

SESSION COMMUNICATION

Communication that happens during your session is the most effective.

I have read and understand the communication policy above

Client Name _____

Client Signature _____ Date _____