

Informed Consent Agreement Guillaume Counseling Services, P.C.

This document is intended to provide important information to you prior to participating in any group classes.

Information About Group Classes

Group classes are psychoeducational in nature and are not psychotherapeutic. Group classes are not mental health treatment. We offer psychoeducation where you will have opportunities to gain some new skills, tips, and problem solve. You will also have the opportunity to connect with others and gain support. Group classes Providers may be licensed mental health providers, board registered associates, master's level or bachelor's level consultants, life coaches or paraprofessional. Participants from all 50 states and internationally may enroll in one of our Group classes.

Groups that are psychotherapeutic in nature, be it self-pay or insurance pay, are considered mental health treatment and requires an initial assessment to determine medical necessity and an individual termination therapy session is required at the end of the group. Psychotherapeutic group members are considered Clients, must be registered in our Client Web Portal and must complete additional paperwork including a Psychotherapy Group Informed Consent form. Psychotherapy group clients must be a resident of California, Oregon, Or Texas.

Confidentiality

For everyone to feel safe to share in the group class, all Participants including the Provider must agree to hold information shared in the group class confidential. This means not sharing information about Participants with other group class Participants, family members, co-workers, or friends, etc. Providers and Participants may share general content and material learned in the group class with others within and outside of the group.

Exception to Confidentiality

Participants who are receiving mental health counseling or couples counseling or counseling through a clergy, may process their thoughts and feelings regarding the group class or Participants with the Professional Provider, in a safe and confidential environment.

The Provider is a mandated reporter and must ensure the safety of the Participants, minors, dependent adults, and elderly are safe. If a group class Participant were to disclose physical, sexual, emotional abuse or neglect of a minor, dependent adult, or elderly the Provider must make a report to proper authority. 911 or 988 may be called if a Participant is a danger to self or others during the group class. If information of danger to self or others is disclosed in the group class setting, The Provider will schedule to meet with the Participant separately outside of the group class, which may be include Provider asking Participant to stay behind at the end of the group class session.

Video/Audio Recording of Class

All group classes are recorded for training purposes as well as for sales reproduction. Group classes that require an initial mental health assessment are recorded for internal training purposes only and are not used for sale reproduction. When reutilizing a recording for sales reproduction, we will be diligent ensure that Participants are not identifiable, by editing the material to remove Participants identity, which may include omitting Participants verbal contribution, when/if appropriate. In the event that the reproduction of the group class material require that all contents are used, including Participant's identify, a separate video/audio recording release forms will be utilized prior to the class, giving the Participants the options to agree to participate or not participate in such recording.

Length of Group Classes

Group class session duration ranges from 60 minutes to 90 minutes to 120 minutes per session. Some group classes have end dates while others are ongoing with no end date.

Guillaume Counseling Services, P.C.

800-887-0316 (toll free) 503-922-3360 (local/texting) 971-352-4229 (fax)

info@guilleumecounseling.com

Revised: June 2024

www.guilleumecounseling.com

Registration

You must register for closed group format by the end date. You may join an open format group class at any time and attend as many group class sessions as you need. For open format, due to limited spaces, we ask that you register at least 48 hours in advance. We do not accept same day registration.

Payments and Fees

All payments must be received at the time of registration to reserve your spot. In the case of parenting or couples group classes, Couples or Partners with the same address is considered one unit and pay one price, allowing either or both to attend a session. Group classes fees range from \$25-\$125 per session. Fees are subject to change with or without notice.

Method of Accepted Payments:

Group classes are private pay only. We accept all major credit cards and HSA cards. We do not bill medical insurance for group classes, as the service is non-medical and self-improvement in nature.

Cancelations

We ask for 72 hours (3 full days) notice of cancellation. You must cancel in writing by sending an email to info@guillaumecounseling.com or send a text message to 503-922-3360.

If you accidentally book a class and it is within less than 72 hours of the start of the class, you must send an email or text message within 12 hours of purchase to cancel. We do not accept cancellation for group classes by audio phone calls.

The Provider may cancel a group class in any giving week with at least 72 hours' notice and continue with the group class the following week. Consequently, the end date of the group class will be pushed back to a future date. The group class may be cancelled all together if we do not have enough Participants attending.

Refunds

You must cancel within 72 hours of a scheduled group class to receive a full refund. There is no refund for cancellation with less than 72 hours' notice. If the class will be starting in less than 72 hours and you accidentally booked a class, no refunds will be issued after the 12-hour mark of from when you made the purchase. You must contact us by email within 12 hours to receive a refund. If the Provider cancels the group class with less than 72 hours' notice, all Participants will receive a refund for that particular group class session. If the Provider cancels a group class all together, with or without notice, all Participants will receive a full refund.

We require written requests to properly process any refund owed. Send a text message to 503-922-3360 or email us at info@guillaumecounseling.com.

Termination

All group class attendance is voluntary. Participants can withdraw from a group class at any time.

The Provider may terminate a Participant's attendance to a group, if is determined the group is not appropriate for the Participant or if the Participant violates the confidentiality guideline above.

Acknowledgement and Consent

Your signature indicates that you have read this agreement for services carefully and understand its contents.

Please ask our office to address any questions or concerns that you have about this information before you sign. By signing below, you indicate that you have had any questions regarding its terms and conditions answered to your satisfaction. You agree to abide by the terms and conditions of this Agreement and consents to participate in services through Guillaume Counseling Services, P.C. Moreover, you agree to keep Guillaume Counseling Services, P.C. free and

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harmless from any claims, demands, or suits for damages from any injury or complications whatsoever that may result from attendance in any group classes. You also agree to hold the information shared during the group session confidential and not share it with anyone, except for with a mental health therapist within a safe confidential environment.

Name of Participant: _____ Signature: _____ Date: _____