

**Emily Bowman, M.S., Ed.S., LPC, CACIII**  
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I realize that starting therapy is a major decision and that you may have many questions about the therapy process. This document is designed to inform you of my policies, state and federal laws, and your rights as a client. This document is also designed to provide you with information on my background and to ensure that you understand our professional relationship.

I am licensed as a Professional Counselor by the Colorado Board of Licensed Professional Counselors Examiners. In addition, I am certified by the Colorado Division of Registrations as a Level III Certified Addictions Counselor. I am also certified by the National Board of Certified Counselors, a private certifying agency that recognizes counselors who have met the board's standards for education, knowledge, and experience.

I hold a Bachelor of Science (B.S.) degree in Psychology from the University of Wyoming and Master of Science (M.S.) and Specialist in Education (Ed.S.) degrees, both in Community Counseling, from the University of North Carolina at Greensboro. The graduate program I completed is accredited by the Council on Accreditation of Counseling and Related Educational programs (CACREP). Prior to establishing a private practice, I have been a counselor in a substance abuse agency, in a university counseling center, and in community mental health agencies. I have completed training in Eye Movement Desensitization Reprocessing (EMDR) therapy, and I can incorporate this into our work together if you are interested and we decide that it could be beneficial. I have also completed extensive coursework in the realm of nutrition and mental health, and I can incorporate this into our work together if you are interested.

I provide services in my private practice for clients in many different situations and clients with a variety of life experiences. I provide therapy to individuals who I believe have the capacity to resolve their own problems with some outside assistance. Part of my counseling philosophy is that all individuals are experts on their own lives and that all of us occasionally need some assistance sorting through our circumstances to discover what is "best" or most true for ourselves. I also believe in a holistic approach to wellness, in which all aspects of a person are given equal attention since all aspects are connected. While our sessions will focus mainly on enhancing your emotional well-being, we will address the other dimensions and I will support you in implementing behaviors that promote well-being in all aspects of your life.

A therapeutic relationship between a therapist and a client is a professional relationship in which the therapist assists the client in the exploration and resolution of difficult life issues. The client's responsibility is to participate in the therapy process by attending scheduled appointments. I believe that as people become more accepting of themselves and more aware of their thoughts, feelings, and behaviors, they are more capable of making changes that will bring a sense of fulfillment to their lives. Some therapy goals may take a long time to achieve, and while some clients may only need a few counseling sessions to feel complete, others may require months or even years of therapy. You are in control of your own growth and I will be supportive of your decision to end our therapeutic relationship at any point. My goal in all therapeutic relationships is for clients to feel that they are able to face life's challenges in the future without my support or intervention.

In my practice, I work with children, adolescents, and adults, and I provide individual therapy. In my work with children and adolescents, I respect their autonomy and need for a neutral space in which they can process and work through different issues. That said, I also look at how the family environment can be supportive of the child or adolescent's work in therapy, and I have found that therapy is usually most effective when parents/guardians are involved in

the process, and we will work together to identify the appropriate level of involvement for your family's specific needs.

If you present with an issue or require services outside my scope of practice, I will refer you to another therapist who may be more capable of meeting your needs. I also encourage you to seek a second opinion in the event that you feel that I am not capable of meeting your therapeutic needs.

My services are limited to the scheduled sessions we have together. If you feel that you need additional services, I will work with you to access other resources in the community. In the event that you believe your mental health needs emergency attention or if you have an emotional crisis, please contact the local mental health crisis line at **(970) 252-6220** or the local emergency medical services at **911**. You may also contact the national suicide and crisis lifeline at **988**.

In the event that you are dissatisfied with my services for any reason, please let me know. If I am not able to resolve your concerns or if you do not feel comfortable discussing them with me, you may report your complaints to the **State of Colorado Board of Licensed Professional Counselor Examiners, 1560 Broadway, Suite 1350, Denver, Colorado, 80202, (303) 894-7768**. I hold license #4185.

The information that you share with me in our sessions is legally confidential, meaning that I cannot legally share the information with anyone else, except in the following instances:

- *Statements indicating serious intent to harm yourself or someone else*
- *Statements indicating physical or sexual abuse of children, elderly persons, or disabled persons*
- *Subpoena to testify in court or to share clinical records and/or counseling notes*
- *Request from your insurance company to provide mental health diagnosis and service dates*
- *Written permission from you to release information to other service providers, family members, employers, etc.*

With regard to these exceptions to the confidentiality of our sessions, however, please be aware that I will always inform you before I share your information with anyone else.

Although our sessions may be very emotionally intimate and you may share information with me that you have never shared before, it is important for you to recognize that we have a professional, rather than a personal, relationship. Our contact will be limited to the paid session you have with me. Please do not invite me to social gatherings, offer gifts, or ask me to relate to you in any way outside our sessions, as my acceptance in these situations will violate my code of ethics. You will be best served if our relationship stays strictly professional and if our sessions concentrate exclusively on your concerns.

In return for a fee, I agree to provide therapy for you. While it is impossible to guarantee any specific results regarding your therapy goals, I assure you that my services will be delivered in a professional manner consistent with accepted ethical standards.

Payment for services will need to be made at the conclusion of each session. Cash, card, or personal checks are acceptable forms of payment and I will provide you with receipts of all fees paid upon request.

In the event that you are unable to keep an appointment, please notify me at least 24 hours in advance. If I do not receive such advance notice, you may be financially responsible for the missed session.