**Nature of Counseling:** Counseling is a confidential process designed to help you address your concerns, come to a greater understanding of yourself, and learn effective personal and interpersonal coping strategies.

**Confidentiality:** is an essential part of counseling. All aspects of your participation in counseling services at the UCC including the scheduling of appointments, content of counseling sessions, and any records that we keep, are confidential.

**Limits of Confidentiality:** Your counselor may consult with other counseling staff to provide the best possible care, but your identity will be disguised.

* If there is suspected child abuse, elder abuse, or dependent adult abuse.
* If there is evidence of clear and imminent danger of harm to self and/or others
* If there is a court order or subpoena requesting release of your counseling records
* Clients under 18 do not have full confidentiality from their parents.
* It is also important to be aware of other potential limits of confidentiality that include the following:

a) Hard records are stored in locked cabinets, and soft copies are stored in secured electronic devices.

b) All electronic communication compromises your confidentiality, (E-mail is not a preferred way of communication). Cell phones and faxes are used on some occasions.

**Termination of Treatment:** Counseling services are completely voluntary (except for the situations when sanctioned by the university). ***Counselors may terminate the service when:***

●You have achieved the therapeutic goals.

●You have miss 4 consecutive appointments or make 4 cancelations.

● A referral is made to another provider.

● You have left Imam Abdulrahman Bin Faisal University.

Termination of counseling service must be a joint decision of you and counselor with respect to your autonomy. There is **no fee for counseling services.**

We appreciate prompt arrival for appointments. Please notify us at 013 333 0844 (for male campus) and 013 333 0 849 (for female campus), if you will be late. 24 hour notice of cancellation allows us to use the time for others.

**For Emergencies we provide Hotline Sunday thru Thursday 8am to 3pm at 013 333 3 000.**

You may also call **997.**

 **I have read, understood, and discussed the above information with the my counselor , I understand the risks and benefits of counseling, the nature and limits of confidentiality, and what is expected of me as a client of the University Counseling Services.**

Client’s Name & SignatureClick or tap here to enter text. Date Click or tap to enter a date.

Therapist’s Name & Signature Click or tap here to enter text. Date Click or tap to enter a date.