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I have a Masters Degree in Counseling Psychology from Goddard College in Vermont, which I earned in January 1996. I have been working as a counselor in this state since January 1995 (including my internship year) and I completed the requirements set forth to become a Licensed Professional Counselor (LPC #3203) in North Carolina in November of 1998. In December of 2011 I obtained licensure as a Licensed Professional Counselor Supervisor (#S3203).

I enjoy assisting children, adolescents, individuals, couples and families with self-esteem, grief, relationship, phobia, anxiety, sexuality, spirituality, birth and parenting issues. I also have extensive experience working with sexual assault, sexual abuse, trauma recovery and related issues.

People have always been central in my life and I carry this love of people, in all their diversity, into my counseling practice working in partnership with my clients to solve emotional, behavioral, and relational difficulties. My training as a Marriage Family and Child Therapist includes work with Somatic and Expressive therapies which address the way in which one's ideas about one's self are played out, via behaviors or interpersonal dynamics. There is a relationship between the body, mind, spirit and emotional states. Each affects the other. **Integral** means "Made up of parts that together constitute a whole." Together we will look at the "whole picture", locate your problem areas and create a plan to effect your desired changes. Some of the techniques I use are family mapping, family sculpting, gestalt exercises, DBT skills training, art therapy, bibliotherapy, journaling, healing ceremonies, reflection, stress management techniques, mindfulness exercises, social skill building, supportive visioning and goal oriented action plans. I believe each person holds within them the power and knowledge to heal, grow, and change and that our best solutions reside within us.

An opportunity available to clients here is to benefit from healing ceremonies as taught to me by native elders. While these ceremonies and their effectiveness in healing predate even the concept of double blind studies there are no studies that I'm currently aware of to "scientifically prove" their effectiveness. Participation in these adjuncts to therapy is voluntary, as is the therapy itself.

Because of the subjective and qualitative nature of therapy and healing work I cannot guarantee specific treatment outcomes. Your involvement in your counseling is what makes it meaningful and productive, the more you put into it the more you will take away. Together we decide on the frequency of sessions and when to terminate therapy

based on the results in your life and the progress you are making. I encourage you to grant yourself permission to work through any feelings of discomfort that may arise in the context of therapy as that is often where the healing occurs. We can talk about it and find ways to increase your skills in the area of stress management, distress tolerance and self regulation. My job is to help the client to find the sparks of healing within him/herself and to fan the flames of her/his success. I welcome your questions and comments at all times.

There are risks involved with counseling, you could become happier and more effective in your life! Before that happens some people experience growing pains and shifts in their coping mechanisms that can impact their relationships and other life choices. There are times we feel worse before we feel better. Just like cleaning out closets in our home we often make a bigger mess before it looks better and the unused items are removed. Be prepared to go as deep and stir up as much dust as you are ready to clear away. I will support you by continuing to see in you the healed and highest functioning aspects of yourself that you may be learning to access and accept. I will offer you any skills I have learned along the way that could be helpful and make suggestions for adjunct work where appropriate. If your safety, or someone else's, is in jeopardy due to your emotional state I will do whatever it takes to ensure safety leading up to and including hospitalization (although I have very rarely had to do this!). I will assist you in finding or regaining the balance in your life that may have been lost along the way.

BUSINESS POLICIES AND PROCEDURES

Appointments

Your session will last 55-60 minutes. That time is reserved for you and is difficult to fill on short notice. If your appointment time needs to be canceled or rescheduled please do so as soon as you become aware, **but certainly within 24 hours of the scheduled time by leaving a phone message** (email is not reliable). **There will be a regular session charge for missed appointments and last minute cancellations (without 24 hour notice) unless a genuine emergency is at cause. I reserve the right to discontinue treatment after three no shows or late cancellations without 24 hour notification. I will, of course, assist in locating a new therapist.**

Confidentiality

Confidentiality is the cornerstone of a strong counseling relationship and is maintained at all times. This applies to child clients as well as adult clients. While legally parents have a right to know what happens in their child's session, children many need some privacy to be able to confide in a therapist. It is my policy to have children choose what they wish to share with parents so that the relationship of trust that children depend on with me can be protected. I will, however, work with parents to understand the child's issues and possible solutions for their family's situation in joint sessions or in sessions with the parents without repeating what their children tell me. I encourage the child client to share important information to with their parents with my support as they are ready and able so that their relationship is strengthened in the process.

In the event that I should die or become incapacitated my clients will be notified of the location of their medical record. In the event my client dies or becomes incapacitated, I will exercise the same degree of confidentiality afforded them in life.

There are, however, a few situations in which confidentiality can/must be broken; these exceptions are:

- The Hippaa laws allow for health care providers to communicate for continuity of care purposes. I will request that you sign a “*Release of Information*” consent form out of respect and to verify your consent.
- If abuse or neglect of a child or an elder, is disclosed or suspected, the law requires that it be reported to the proper authorities.
- If the therapist believes that a client poses a threat of serious or foreseeable harm to self or others, the proper authorities must be contacted to prevent that occurrence.
- In legal situations, client/therapist information is privileged except when mental status is an issue *or* if a judge declares this information necessary for the administration of justice and a court order is issued.
- In regards to work that is offered as adjuncts to therapy, confidentiality is maintained unless an authorization to disclose information is signed.
- An ethical and educational requirement for therapists is to receive supervision as part of their certification and licensure requirements. I receive supervision where I discuss pertinent issues that arise in cases without revealing any identifying information about clients.
- I cannot guarantee the security of messages that are sent to me via email, so I encourage you to not send me emails regarding your counseling. If you choose to communicate about confidential matters via email I will request that you sign a release to that effect (see bottom of form). I do now have a secure messaging system and can make that available if emailing is essential.
- If you wish to receive notices of classes, workshops, and ceremonies happening here please let me know by signing the release at the bottom of this form, or check the box to say no.

Dual Relationships

The code of ethics for counselors forbids dual relationships between therapists and their clients. This is to ensure safe and effective treatment of the client and her/his concerns. While I do all I can to create an environment of equality and respect, counseling is designed to focus on the issues of the client, not the therapist. I, therefore, do not engage in social or business relationships with my clients. Needless to say, any romantic or sexual involvement is out of the question. Any such overtures toward me will be discussed in the therapy until understood and resolved or a referral will need to be made.

If you choose to participate in any of the classes, workshops, or groups that I offer for healing and growth, I will maintain your confidentiality. You are free to tell people whatever you like about your own life and healing path but confidentiality is strictly kept even in group settings.

Fees and Insurance

At this time I offer an adjustable fee scale of:

\$ 85.00 to \$140.00 for intake session (60 mins)

\$ 75.00 to \$125.00 for individual counseling (60 mins)

\$ 95.00 to \$140.00 for couples or family counseling (60 mins)

\$142.00 to \$210.00 for intake session (90 mins)

\$115.00 to \$180.00 individual counseling (90 mins)

\$142.00 to \$210.00 for couples/family counseling (90 mins)

Fees are payable in full at the end of each session by cash or check. I am not equipped to take cards of any kind at this time. An amount in this range commensurate with your ability to pay will be mutually decided upon by you and me ahead of time and written in this contract. When working with children, the parent who initiates the services is responsible for payment unless a signed written agreement divides the burden of payment between parents, or places it on the other parent and I would need a copy of that legal document. Fees for collateral sessions with parents of child clients will also be due at the end of the session. Should a situation arise where I need to consult with a physician, teacher, or other professional, fees and services will be discussed in advance.

I offer third party payment plans with numerous insurance companies. This could change in the future. In the event that my policy changes all of my clients will be notified. Should you choose to use your insurance, it is my obligation to inform you that a diagnosis would be required by the insuring body. This diagnosis would become a permanent part of their and my medical records. The insurance company can require copies of your record at any time and I would be obliged to provide that. The choice to pay out of pocket to preserve optimum confidentiality remains yours.

Telephone and Emergency Policy

I return calls within 24 hours whenever possible. You are free to leave a message on my confidential voice mail. Be sure to indicate if it is an urgent matter, the time of your call and when and where I can reach you. Also please let me know if I can leave a message or not when I return your call. If you wish for me to return your call please make sure the phone can receive messages. For calls of ten minutes or less there is no charge. I reserve the right to charge your regular fee for repeated calls beyond ten minutes. If lengthy calls are frequent, during a period of crisis for example, I will most likely recommend less time in between office visits. I will do my utmost to provide you with a designated back-up therapist to handle emergencies in the event of my absence.

If you are in urgent crisis and I cannot be reached please call your local emergency room psychiatrist or crisis team on staff. These numbers were given by each facility:

UNC Hospital Emergency: Daytime (919) 966-5217 Afterhours: (919) 966-2166 (pager)

Duke Hospital Emergency: (919) 684-8111 and request psychiatrist on call

Durham Regional Behavioral Health Emergency Line : (919) 470-6137

Complaints

I am bound by the ethical codes for all Licensed Professional Counselors and gladly abide by these guidelines out of respect for you and me. If you are dissatisfied with any aspect of our work, please notify me immediately. It is my goal and obligation to work with you to the best of my ability. If I do not feel, or you do not feel, the services are helping, and we have discussed this, I will gladly assist you in seeking an appropriate referral. If you feel you have been treated unfairly by me (or any other counselor), and cannot resolve this directly, you may contact: North Carolina Board of Licensed Professional Counselors at PO Box 21005, Raleigh, NC 27619-1005, (919) 787-1980 for clarification of clients' rights or to report a complaint.

Please read and sign this form:

I have read these business policies and understand and accept the policies as described. I understand that, irrespective of insurance, I am responsible financially for services rendered and that payment is due in full each session unless otherwise agreed upon. I understand that I will be charged for appointments canceled with less than 24 hours notice unless a true emergency has arisen.

I will pay _____ per session as agreed upon with my therapist.

Signed: _____ Date: _____
Client

Signed: _____ Date: _____
Therapist

I choose to communicate with Ms. Lieberman via email and I take responsibility for the fact that this could compromise my confidentiality. I will not hold Ms. Lieberman responsible for any breach of confidentiality due to my choice to communicate via email.

Signed: _____ Date: _____

I wish to receive email notices of classes, workshops and ceremonies that are held at the offices of Integral Counseling Services or by Miriam Lieberman, MA, LPC.

_____ Yes, Please add me to your mailing list.

If yes, Email Address: _____

_____ No, I prefer to **not** receive any emails.

Signed: _____ Date: _____

Feel free to ask for clarification about anything mentioned above or to ask any other questions you may have. I look forward to working with you!

Miriam Lieberman, MA, LPCS