

## Remote Counseling Expectations & Contract

- All your Intake Forms and this Remote Counseling Expectations & Contract form must be filed before Remote Counseling may begin.
- In order for your sessions to be effective, counseling should take place in a quiet, well-lit, private area; not a public space like a coffee shop, mall, etc. For privacy purposes, your counseling space should have a door that can be closed.
- Your children should be cared for in another area and not present in the counseling space.
- Your counselor will send a link to you at least 10 minutes before your session is scheduled to begin. Please log in to your counselor's waiting room via the link at least 5 minutes before your session begins.
- Please use the same space for all your counseling sessions, as possible.
- During the first session, your counselor will work with you to adjust the seating and lighting in both session areas to insure the best communication possible.
- If the power goes off, or an internet/technology-related problem interrupts your session, your counselor will work with you to reschedule or complete the session in the future.
- During a session, please be sure your cell phone ringer is off and the unit is put away. Commit to not answering the door or another phone during the scheduled appointment. All televisions and radios should be turned off in the session space.
- After your session, you will receive an invoice with your Suggested Donation amount via email. Your counselor will also engage you to schedule your next session.
- Please feel free to communicate any issues or complications that arise to your counselor immediately. If your sound or picture quality is poor, please let your counselor know right away.

I, \_\_\_\_\_, hereby agree to the terms and expectations laid out in this document.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for choosing Fieldstone Counseling!**