



**Crosswinds Counseling
Amy Hertle MSW LICSW**

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(651) 890-6031

CLIENT BILL OF RIGHTS AND RESPONSIBILITIES

Consumers of psychological services offered by social workers licensed by the State of Minnesota have the right:

RESPECT

-To be treated with dignity and respect and not to be discriminated against on the basis of race, age, sex, religion, disability or sexual preference.

TREATMENT INFORMATION

-To expect that a therapist has met the minimal qualifications of training and experience required by state law;

-To examine public records maintained by the Board of Social Work which contain the credentials of a licensed social worker;

-To obtain a copy of the Rules of Conduct from the State Register and Public Documents Division, Department of Administration, 117 University Avenue, St. Paul, MN 55155;

-To report complaints to the Board of Social Work, 2829 University Avenue SE, Minneapolis, MN 55414 #612-617-2100

-To privacy as defined by rule and law;

-To have access to your records as provided in Minnesota Statutes, section 144.335, subdivision 2;

- To have the right to be informed of your assessment, treatment alternatives, recommended treatment and expected length and outcome of therapy.

FEES AND PAYMENT

- To be informed of the cost of professional services before receiving the services;
- My standard fee is \$125.00 per 50-minute session.

APPOINTMENTS AND CANCELATIONS

- Your appointment time is reserved for you and you are responsible for keeping it.
- **If you need to cancel your appointment, you MUST notify me at least 24 hours in advance of your appointment time.** If this is not possible, please contact me as soon as you possibly can to let me know.
- Missed appointments or cancelations with less than 24 hours notice will be charged a \$25.00 fee. These charges cannot be billed to your insurance company, your FSA or HSA.

I have read and understand the fees, payment and cancelation policies.

Signed _____ Date _____

CONTACTING ME

- You can contact me directly at **651-890-6031**. When I am with clients or away from the office, my phone typically rolls straight to voicemail, which I check regularly. Please leave me a message and I will call you back as soon as I can.