



**Faith Counseling Ministry**  
**1561 Sam Bass Road, Round Rock, TX. 78681**

Thank you for contacting the Faith Counseling Ministry of Faith Missionary Baptist Church in Round Rock, TX.

Please take a moment to read this letter carefully. The following “Disclosure Data Form” is important so that we may be able to minister to you more efficiently. Please read carefully and then **each person** seeking counseling must initial, sign, complete and return one of these forms to the address below. Removal of any pages from the form will cause it to be incomplete and may cause delay in the counseling process.

**You will only be contacted concerning your initial appointment after we have received your completed paperwork.** We can then proceed with setting up an initial “intake session” which will aid in your placement, or we can make an appropriate referral if we cannot meet your needs due to our waiting list and/or training and abilities.

Please note that generally speaking, our appointment times are Tuesday -Wednesday from 9am-4pm . We will attempt to accommodate times that will work for your schedule as much as our availability allows.

We look forward to ministering to you in the capacity that the Lord has called us.

Trusting in Him,  
The Faith Counseling Team



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Bass Road, Round Rock, TX. 78681

## **Disclosure Form**

*Please read this important information carefully and ask for clarification on any questions you have.*

**Our Ministry Team:** The Faith Counseling Ministry offers Biblically-based, Christ centered counseling to family members and couples within the Faith Missionary Baptist Church congregation. Our ministry team consists of a student intern who functions under the supervision of a staff pastoral counselor and licensed professional counselors from the Intimate Life Ministries.

**Our Approach:** Our approach to counseling holds that all people are designed to be in a vital and intimate relationship with God, through Jesus Christ, and with others. We believe that a breakdown in either our relationship with God or other significant people will result in pain and distress. Therefore, facilitating the restoration of these vital relationships is an important part of the counseling process. With this in mind, our ministry team assists others in discovering and changing the unhealthy ways that they may be dealing with painful emotions, distorted thinking or unhealthy ways of relating to others. Prayer, the application of Biblical principles, helping skills and interventions along psychological principles that are consistent with scripture may also be used.

**Limitations of Confidentiality:** Information disclosed to the counselors is considered confidential in nature and ethically cannot be disclosed, without written consent. In marriage or family counseling, all members involved in the counseling must sign a release. The following are exceptions that will result in confidentiality being waived:

1. Suspicion of child/elder abuse - We reserve the right and/or may be mandated by law to report child abuse or suspicion of child/elder abuse of any type to the proper authorities.
2. Threats to harm self or others - We reserve the right and/or may be mandated by law to disclose to the appropriate person, agency or civil authorities any threats of harm that a person may attempt or desire to do to one's self or to others.

3. Necessity of supervision - To insure the highest quality counseling outcome, our ministry functions as a “ministry team.” As a result the intern counselor will be supervised the pastor of FMBC and Intimate Life Ministries.
4. Necessity of consultation - We reserve the right to consult with other counseling professionals or appropriate church ministry staff members regarding your sessions. This consultation will be held in the same level of confidence as your sessions.

**No Court Testimony:** The counseling we provide is faith-based and spiritual in nature. Therefore, our counseling team will not provide court testimony and by initialing and signing below you are acknowledging this strict confidentiality and further agree that neither you nor your legal representative will attempt to subpoena your counselor for testimony. Initial \_\_\_\_\_

**Waiver of Liability:** In consideration for receiving any form of counseling from the Faith Counseling Ministry of FMBC, the person receiving the counseling agrees to release and waive any and all claims of any kind against the ministry, staff, interns, or the Church, which may arise from, result out of, or be related to conduct or advice given. Initial \_\_\_\_\_

**Resolution of Disagreements:** If a dispute should arise between the person receiving ministry and the counselor (and/or the counseling staff or Church) regarding the counseling session or the counselor’s advice or conduct, one should bring this dispute to the attention of the Pastor of FMBC. If the dispute cannot be resolved at this level, all parties agree to resolve such dispute by submitting to the Pastor of FMBC for full and final resolution and conciliation.

**Counseling Files:** All counseling files and their contents are the property of the Faith Counseling Ministry. Session summaries may be supplied, when appropriate, to other professional providers with your written release.

**Donations to Ministry:** This ministry is made possible by the tithes and offerings of the members of Faith Missionary Baptist Church. If you are not a consistent contributor to FMBC we ask you to help support this ministry, based upon your abilities, through donations while you are receiving counseling. Please make your checks payable to Faith Missionary Baptist Church.

**Days/hours for Counseling:** Sessions are available only on an appointment basis. *Generally speaking, sessions are offered beginning at these hours: Tuesday-Wednesday from 9am-4pm.*

**Possible Waiting List:** Due to the volume of requests we receive, our ministry is primarily to the Faith Missionary Baptist Church congregation. We will gladly see those in the community, especially those with no church home, when our schedule allows. Members of Faith Missionary Baptist Church will be given priority on our waiting list. If our waiting list is prohibitive, we will offer outside referral options.

**Session Duration:** Our ministry is designed to offer short-term counseling, typically ranging from 10-20 sessions. Issues requiring more extensive care may result in referral. A typical session is 50 minutes.

**Cancelling / Rescheduling:** If you need to reschedule or cancel an appointment, we ask that you **call at least 24 hours in advance**. This allows us to reschedule others who are on our waiting list.

**Emergencies:** This ministry does not provide 24/7 or after-hours crisis intervention. Unless otherwise directed by your counselor, if you are in crisis you should call 911, the Suicide Hotline @ 1-800-SUICIDE or go to the emergency room of your choice.

**What You Can Expect of Us:** You can expect our ministry team to offer you acceptance, compassion and care as we provide Biblically based counseling that is within our scope of ministry. You can expect us to act on what we believe to ultimately be in your best interest aiming to promote in your personal, relational and spiritual growth.

**What We Expect of You:** Counseling is a cooperative venture with mutual responsibilities resting on both the counselor and the counselee. Therefore, we expect for you to approach the counseling process as an opportunity for personal change and spiritual growth; to focus on the changes God desires for your life, in the midst of your circumstances; to faithfully attend your sessions; to earnestly cooperate and participate in the counseling process as we all depend upon the guidance of God's Word and the Holy Spirit; and to complete homework assignments that you and your counselor have agreed upon.

**Termination of Counseling:** Termination of counseling and/or referral occurs when (1) counseling goals have been achieved; (2) when the counselee no longer wants or does not return to counseling; (3) when meaningful progress is no longer being made; (4) when it is determined that the counselee's needs are outside the scope of our ministry; (5) when the counselee is not abiding by the

policies of this ministry, or not consistently showing for appointments. In all such cases the counseling file goes on an inactive status and rescheduling will require the counselor's approval.

**Informed Consent:** I have read, understood and agree to all of the stated terms and conditions of this document and I voluntarily request to receive counseling from this ministry. I also understand that I may make a copy of this document if I so desire.

**Name (printed)** \_\_\_\_\_

**Signature (custodial parent or guardian sign if counselee is under 18)**

\_\_\_\_\_

**Witness Name (printed)** \_\_\_\_\_

**Witness Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**(Please bring a photo ID to initial consultation for filing purposes)**