

Disclosure Statement of Registered Counselor, Minister
and Hypnotherapist, Rev. Barbara Jo Hawkins, CHt.

Registered Counselor, State Reg. Counselor #RC00048883

**Registered Hypnotherapist, State Reg. Hypnotherapist
#HP10001366**

Minister, The Universal Light Church - Cong. #9188

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Wauna, WA 98372
253-225-9731

As a Washington State Registered Hypnotherapist and Counselor, the Washington State Department of Health requires that I maintain records and provide disclosure information to clients as follows, and that Hypnotherapists and Counselors make the following statement to clients:

Hypnotherapists and Counselors practicing for a fee must be registered or certified with the department of health for the protection of public health and safety. Registration of any individual with the department does not include recognition of any practice standards, nor necessarily imply the effectiveness of any treatment.

The State of Washington also requires that I inform you "the purpose of the counselor credentialing act, the law regulating counselors is (A) to provide protection for public health and safety; and (B) to empower the citizens of this state of Washington by providing a complaint process against those counselors who would commit acts of unprofessional conduct." As a counseling client you have the right to choose counselors who best suit your needs and purposes. The first session is an opportunity for both client and counselor to evaluate whether or not this particular professional relationship is right for each party. **The pre-hypnosis session provided before the actual hypnosis session includes an education, discussion, and mutual evaluation period, which allows both counselor and client to evaluate whether hypnosis is the technique appropriate for their stated situation. In this case, the pre-hypnosis session is considered client's first session even when the pre-hypnosis session frequently occurs on the same day as the appointed session.**

Method of Practice

My Ministerial, Hypnotherapy and Counseling practice is client centered and holistic-- based on a combination of traditional direct Hypnosis, Neuro Linguistic Programming (NLP), Ericksonian, and Advanced Hypnotherapy.

My Smoking Cessation Program uses advanced Hypnosis techniques combined with NLP. I also offer hypnotherapy for other life situations and disorders. I also offer nutritional product technologies for cleansing and nourishing the body that is effective in weight reduction and weight control.

Fees and cancellation of appointments

A first session may be up to three hours long. Follow-up sessions are up to one and one half hours. A fee will be charged for telephone consults and questions lasting more than fifteen minutes.

My fee for my Smoking Cessation Program is \$500 with no guarantee and my fee for other hypnotherapy is \$85 per hour. Payment is expected before or at the time of service. You may pay by check, cash or credit card. (Credit card payment is in advance through email/internet service – PayPal.) A Smoking Cessation fee is not refundable as it is the cost of services rendered.

When you make an appointment, that time is reserved for you. If you are late, there may or may not be a possibility of extending your session to give you your full-time. **If you miss an appointment, you will be charged for that missed appointment. The fee may be applied to another appointment but it must be paid in advance of the appointment date/time. There will be no charge if notice is given 24-hours or more before the session.**

Confidentiality and legal situations

Confidentiality is an essential aspect of our work. I cannot and will not disclose any information from your sessions, with the following exceptions:

1. The client provides written consent in the form of a signed release of information
2. The client is a minor, and is the victim of a crime
3. The information concerns certain crimes or harmful acts
4. The client brings charges against the counselor
5. The counselor receives a subpoena to provide the information
6. The counselor has reasonable cause to believe that a crime has been committed against a child or dependent adult by the client or anyone else

The law does not require that Hypnotherapists and Counselors make a report when an adult discloses he or she was abused as a child, except possibly in cases where there is a minor still living with the person who committed the abuse. If you have any questions about reporting requirements, ask your Hypnotherapist and Counselor, or contact child protective services.

Very rarely, I confer with other professionals about my work. In these instances I do not reveal the identity of my clients, and in no way is your confidentiality ever compromised.

I do not go to court for any situation. If you need that kind of service, I will attempt to refer you to the appropriate professionals when possible.

Record Keeping

Washington state law requires that Hypnotherapists and Counselors document services rendered with the following information, except as below*:

1. Client name
2. Fee arrangement and payment record
3. Date(s) service rendered
4. Disclosure form signed by counselor and client
5. Presenting problem
6. Information about client from sessions or through release of information
7. Progress notes sufficient to support responsible clinical practice for counselors approach

*Clients may request that no treatment records be kept, except numbers 1 through 4, above, and the written request. This is my preface to protect confidentiality of the client.

For more information about client and hypnotherapist/counselor rights and responsibilities, confidentiality, an assurance of professional conduct, please refer to the enclosed Washington State Department of Health's brochure for counseling clients. Disclosure statement based on chapter 246 - 810 WAC, Counselors, and draft revisions 1/16/97, and will be updated as necessary.

Client Signature

