

**Joseph B. Nelson M.A.,CST  
Licensed Psychologist, License #  
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612-723-3693**

**WELCOME**

Here are some things that might be helpful to know about receiving services.

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**APPOINTMENTS**

I'm available for appointments Tuesday & Wednesday. I schedule my own appointments. Since I don't answer the telephone during sessions, it's best to leave me a voicemail message. I'll return your call Monday through Friday, usually within 24 hours.

Sessions are usually 45 or 60 minutes long. Please make every effort to be on time for your appointment, and I will do the same. If circumstances prevent you from arriving on time, please understand that I must still follow my regular schedule.

If you need to cancel an appointment, please call so that I have the opportunity to fill the unused time. If you cancel with less than 24 hours notice, there will be a charge if the time is not filled.

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**FEES**

The fee for an initial 60-minute session is \$175. Ongoing sessions are 45 or 60 minutes and are charged \$135 for 45 and \$150 for 60 minutes. Fees are due at the time of service using cash or check. I can also take Visa, Mastercard, or Discover. Credit charges add a \$5 convenience charge to your bill.

**INSURANCE**

I do not accept insurance, I collect my fees directly from you. If you have a health insurance policy that will reimburse you for your care, I will be happy to provide you with whatever information you need in order to collect what you are owed.

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**CONTACTING ME**

I'm seldom immediately available by telephone, but you may leave a confidential voicemail message for me, with as much information as you'd like. It's really helpful to me if you leave all your pertinent phone numbers. I make every effort to monitor voicemail and answer calls promptly, and will usually return your call within 24 hours during the workweek. I am not part of an on-call network, and I don't typically check for calls during the evening, on the weekend, or when I'm on vacation. If you cannot reach me, or you feel that you cannot wait for me to return your call, you should call your physician or the emergency room at the nearest hospital, or call 911 or another crisis service: Hennepin County

612-347-3161

Walk-in Counseling 612-870-0565

Crisis Connection 612-379-6363

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## CONFIDENTIALITY AND DATA PRIVACY

Confidentiality of information and records is strictly maintained. Except in the situations described below, nobody other than you can obtain access to information from me without a release-of-information form signed by you and authorizing me to communicate with a specific person or agency.

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### SOME LIMITS OF CONFIDENTIALITY:

- If charges are being reimbursed by your insurance, your carrier may require that I provide information about you and our clinical work together. If you do not want this to occur, you may want to consider not using your insurance benefit.
- I am required by Minnesota law to report instances of abuse or neglect of children and vulnerable adults. Additionally, if there is substantial risk that you may harm yourself or someone else, this information may be disclosed without your consent.
- I am required to report unethical conduct (including sexual exploitation) by a mental or medical health care provider.
- In some cases, a court will order the release of your records, or your record can be subpoenaed. I prefer to provide a summary of care, rather than actual therapy records, but must comply with the specifics of a court order.
- When the client is a minor, parents have a legal right to information from therapy sessions.
- There are additional circumstances specified in statute in which health care information may or must be released without the client's consent.

These circumstances do happen, but they are rare. If you have questions or require additional information, you may call the Minnesota Department of Health at (651) 282-6314.

## PSYCHOLOGICAL SERVICES

Psychotherapy is not easily described in general statements. It varies depending on the personalities of the psychologist and patient, and the particular problems you are experiencing. There are many different methods I may use to deal with the problems that you hope to address. Psychotherapy is not like a medical doctor visit. Instead, it calls for a very active effort on your part. In order for the therapy to be most successful, you will have to work on things we talk about both during our sessions and at home.

Psychotherapy can have benefits and risks. Since therapy often involves discussing unpleasant aspects of your life, you may experience uncomfortable feelings like sadness, guilt, anger, frustration, loneliness, and helplessness. On the other hand, psychotherapy has also been shown to have many benefits. Therapy often leads to better relationships, solutions to specific problems, and significant reductions in feelings of distress. But there are no guarantees of what you will experience. Our first few sessions will involve an evaluation of your needs. By the end of the evaluation, I will be able to offer you some first impressions of what our work will include and a treatment plan to follow, if you decide to continue with therapy. You should evaluate this information along with your own opinions of whether you feel comfortable working with me. Therapy involves a large commitment of time, money, and energy, so you should be very careful about the therapist you select. If you have questions about my procedures, we should discuss them whenever they arise. If your doubts persist, I will be happy to help you set up a meeting with another mental health professional for a second opinion.

**Grievance:** If, for any reason, you are dissatisfied with the service I provide, please talk it over with me to see if we can resolve it. If you believe your rights have been violated, you may contact the Minnesota Board of Psychology 2700 University Ave West, #101, St Paul MN 55114.

#### CLIENT RESPONSIBILITIES:

- ~ To complete any assignment or task agreed upon by the therapist and the patient.
- ~ No mood altering chemicals be used prior to a therapy session.
- ~ To treat the therapist with respect.
- ~ To adhere to the rules of confidentiality concerning people they may see in the lobby or fellow members of a group and their family members, spouses and friends.

#### CLIENT RIGHTS

##### THE PATIENT HAS A RIGHT:

- ~ To ask about the credentials, education and training of the therapist.
- ~ To expect that his/her records/transactions with his/her therapist are confidential unless release of these records is authorized in writing by the patient or otherwise provided by law.
- ~ To be informed of the costs of all professional services prior to receiving services, the frequency of appointments and approximate length of treatment.
- ~ To expect professional treatment which does not include actions with sexual overtones or innuendoes.