

Policy Name:	Other Service Considerations
Date Modified:	7/2015
Date Approved:	7/2015

## Other Service Considerations Policy

### Policy:

- a. Contact with Clients Outside of Sessions
  - i. Contact with clients outside sessions is to be kept to the minimum necessary.
  - ii. It is general practice to wait for a client to acknowledge a therapist before acknowledging them.
  - iii. In all such contacts, staff and trainees should be mindful of the potential for dual-role relationships to affect clients and should be sensitive to how their behaviors might affect clients.
  - iv. If a dual-role relationship has the potential of occurring, clinicians should consult with the Clinical Director before proceeding.
- b. Participation of Collaterals
  - i. At the discretion of the therapist and the client, other people (e.g., a friend, partner, or family member) can be invited to attend from one to several sessions in order to facilitate the treatment of the client.
  - ii. A signed copy of this form will be obtained prior to the collateral's participation in sessions.
  - iii. Prior to inclusion of a collateral in treatment, a *Release of Information* form should be obtained from the client giving the therapist permission to discuss the client's confidential information with the collateral in session.