

**Office of Student Services
Counseling and Wellness
Informed Consent and Professional Disclosure Statement**

Counseling Services at North Central Michigan College (NCMC)

Individual counseling is a process that can help you explore challenging situations in your life with the goal of developing awareness and skills to work towards improved mental health, personal wellness and success as an NCMC student. Counselors can provide assistance with many issues that may include:

- Anxiety
- Mild to Moderate Depression
- Stress Management
- Test Anxiety
- Grief and Loss
- Family/Social Relationship Issues
- Self-Esteem/Body Image concerns
- Life Transitions
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Assessment and Testing

Counselors may use assessment and testing to help you gain personal insight and/or monitor progress in counseling towards your goals.

Professional Ethics and Confidentiality

A professional code of ethics governs the counseling relationship. A key aspect of ethical practice is confidentiality. Information you share with your counselor will not be disclosed to anyone who is not involved in the treatment process without your written permission. However, there are some limits of confidentiality as outlined in the Notice of Privacy Practice for North Central Michigan College Student Services Counseling Office. This document is available for you to review upon request.

A brief written and/or record is made of your counseling contacts. This confidential information is maintained in a secured file cabinet and/or database. Counseling records are entirely separate from all other aspects of the College and will be released only with your written permission. Your counselor may share information with other NCMC professionals for the purpose of referral and/or coordinating care, which may become part of your NCMC student record.

Counseling Fees

Counseling services are provided at no cost to students currently enrolled at NCMC. We do not bill insurance.

Referrals

North Central Michigan College is primarily committed to providing brief, solution focused counseling appointments. To provide the best care for you, your counselor may want to refer to the services of another professional. This may include other NCMC services such as career development, advising or accommodations and/or referrals to providers or other resources in your community.

Licensing Information and Suspected License Violations

If you believe your privacy rights have been violated you are encouraged to talk with your counselor about your concerns. You may file a complaint with the Vice President of Student Affairs and/or with The Michigan Department of Licensing and Regulatory Affairs Bureau of Professional Licensing Investigations & Inspections Division. You will not be penalized or retaliated against in any way for making a complaint.

Vice President of Student Affairs
North Central Michigan College
1515 Howard Street
Petoskey, MI 49770
(231) 348-6618

Michigan Department of Licensing and Regulatory Affairs
Bureau of Professional Licensing Investigations & Inspections Division
P.O. Box 30670
Lansing, MI 48909
(517) 241-0205

It is important to be prompt in keeping appointments. If you must cancel a session, please call (231) 348-6605 to cancel within four hours prior to your appointment time.

Occasionally you may be asked to complete a brief evaluation questionnaire about the services you received. This anonymous feedback is very helpful to us in continuing to provide quality services.

If you experience a mental health emergency when we are closed, call **988 (the Suicide and Crisis Lifeline)**. You can also visit any of our local hospital emergency departments 24 hours a day for an emergency mental health evaluation:

- McLaren Northern Michigan Emergency Room, 416 Connable Ave, Petoskey, MI (800) 248-6777.
- Charlevoix Hospital Emergency Room, 14700 Lake Shore Dr., Charlevoix, MI (231) 547-4024.
- McLaren Northern Michigan Cheboygan Emergency Department, 748 S Main St, Cheboygan, MI 49720 (800) 248-6777

If you or someone you know is in imminent danger of harming themselves or are an imminent danger to someone else, go to the nearest emergency room or call 988.

Please, let your counselor know if you have any questions about the above information.

Consent for Counseling Services

I have read and understand the above information, and I consent to counseling in Student Services. I understand that my counseling is voluntary and that I may discontinue treatment at any time.

Student Signature: _____

Printed Name: _____

Date: _____

Counseling and Wellness Services
North Central Michigan College
Borra Learning Center 131
1515 Howard Street
Petoskey, MI 49770
231-348-6605

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Counseling Notice of Privacy

