

Creating Positive Outcomes

At least 24 hours notice is required to avoid \$85 cancellation fee.

Policies and Procedures

Payment at time of service. Cash, Check or Credit Card are accepted for payment.

- Sessions are 45 minutes in duration and payment is expected in full at the time of service unless otherwise previously arranged.
- **24 HOUR NOTICE IS REQUIRED IF YOU WISH TO CANCEL OR RESCHEDULE AN APPOINTMENT.** If you do not attend a scheduled appointment you will be required to pay a no-show fee of \$85 for the time reserved. Please be considerate regarding appointments you have scheduled, as appointment times are limited and failure to attend an appointment means others could have utilized that appointment time. I can be contacted at 813-546-3567. It is okay to leave a voicemail or send a text message.
- **Late Cancellation Fee:** A fee of \$25 will be charged for a late cancellation, which means canceling an appointment the day of the appointment.
- If you are having a crisis, please contact me by phone so that we can schedule an appointment or so that I can make an appropriate referral for you. In the event of an extreme emergency please dial 211, which is the Hillsborough County Crisis Center, or 911.
- Psychotherapy/counseling sessions are confidential and information will not be disclosed to others unless you sign a written consent. In certain situations it may be necessary to breach confidentiality. Those situations include physical and/or sexual abuse against a minor, elderly, or disabled person. Other situations include where there is a possibility of physical abuse to you or someone else, which also includes suicide or homicide. The courts can also subpoena records. As always, if an EAP is being utilized for payment for services it may be necessary to provide information about your psychotherapy file. Please note that EAP companies allow for assessment and sometimes short-term therapy but not longer-term therapy.

Christine Hardway, LCSW (Licensed Clinical Social Worker) has been providing psychotherapy for 20 years. She provides individual, couple and family psychotherapy dealing with issues involving relationships, depression, anxiety, trauma, and substance abuse. She is a licensed psychotherapist who graduated from St. Bonaventure University in 1993 with a BA in Sociology and graduated in 1995 from Michigan State University with a Master's Degree in Social Work (counseling degree). She has been in private practice since 2002.