Center for Christian Counseling and Coaching
Pre-Counseling Information and Intake Form

Name: _____ Date: _____
Address: _____ City: _____ State: ____ Zip: _____
Day Phone: _____ Night Phone: _____ Cell Phone: _____
E-mail:
_____

Presenting Issue: Why do you believe you need counseling?
_____
_____
_____

Have you ever had counseling before? For the same issue? If different, what for?
_____
_____
_____

What do you hope to achieve through your counseling?
_____
_____
_____

Are you currently under the care of a physician? _____ If so, why? _____
_____
_____

Are you currently using any medication or drugs? ____ Prescribed? ____
Over the counter? ____ Illicit? ____
Do you smoke? ____ How much? _____ Do you drink Alcohol? ____ How much? _____
Have you ever been diagnosed with a mental illness? ____ If so, please describe:
_____
_____
_____

Do you now or have you ever had suicidal thoughts? ____ If so, please describe:
_____
_____
_____

Are you currently experiencing any physical or mental pain? ____ If yes, which? ____
On a scale of 1 – 10, with 1 being no pain and 10 being the worst you have ever experienced, how would you rate your physical pain right now? ____ Mental pain? ____
Are you employed? ____ Do you enjoy your work? ____
Describe your employment situation: _____
_____
_____

Are you a born again Christian? ____ Do you regularly attend church? ____
Do you fully understand this is Biblically-based, Christian counseling? ____

Center for Christian Counseling and Coaching
Counseling Policy and Ethical Guidelines

1. **The Center**: The Center for Christian Counseling and Coaching, or C4, was established to provide biblically-based foundations for life. Whether that requires assistance with major lifestyle changes or simply guidance towards a life built around a biblical worldview, our counseling and coaching services are focused on the most important aspect of our existence - a relationship with Jesus Christ.

2. **Licensing**: C4 does not provide licensed, professional counselors; instead, all counseling is biblically-based, conducted by ordained ministers (pastoral counselors) or trained laypersons, guided by the Holy Spirit, and modeled towards imitating Jesus Christ. We assume that almost every conflict in our lives is the result of a spiritual problem. While this may not always be the case, that will be our starting point. Because this is not licensed counseling, neither the Center for Christian Counseling and Coaching nor individual counselors will be held liable for what may be understood as professional malpractice. C4 services may be considered more in the context of Christian discipleship rather than professional counseling. C4 counselors and coaches will not provide counseling and/or coaching for issues in which they are not trained, and shall, at any time, refer individuals being counseled or coached to other service professionals (e.g., licensed professional counselor, psychiatrist, psychologist, or other mental health provider) if it is deemed to be in their best interest.

2. **Non-Discrimination**: All persons are welcome for counseling regardless of race, religion, ethnicity, gender, sexual orientation, and national origin. Counseling sessions will focus on Christian Biblical principles, however, people who do not believe in God or Jesus, or who follow a different faith, are welcome to attend and will be respected. In this case, the counselee, or others with the counselee, must also demonstrate respect for the beliefs of the counselor or sessions will be terminated and the counselee will be referred to another caregiver.

3. **Credentials, Treatment, and Referrals**: The counselor's credentials will be presented at the first session. The counselor will not provide treatment for which he is untrained, and shall, at any time, refer the counselee if he deems it to be in the best interest of the counselee.

4. **Associated Costs**: All services are provided as a ministry, however, we greatly appreciate you financially supporting us. When you support us, your donations are delivered into the general fund of the ministry and may or may not be used to pay counselors or coaches, but will rather be used as needed by the church. Therefore, these donations are not for services provided and are tax deductible for the donor (please keep your receipt for your accounting purposes).

There are no set financial fees for pastoral counseling or coaching, however, honorariums/love offerings to the ministry are accepted. We provide counseling and coaching as a ministry and do not have set prices for these services. However, if you would like to make a donation and need assistance in determining how much you would like to donate, we suggest visiting the following link to review suggested donations for similar services: **Google Search for Recommended Pastoral Counseling Donations**.

Regardless of whether or not you donate an honorarium/love offering, these services will cost you time, honesty, and hard work. There may also be some financial costs for tests administered, books required, or materials distributed; but the lack of funds will not stand in the way of this

counseling process. Individuals being counseled or coached may be expected to conduct various homework assignments (assessments, journal, readings, praying, and studying), and a following session will not be scheduled until the assignment is completed. When scheduling an appointment through administrative staff, you may be asked if you have completed all assignments given. If the assignments have not been completed, you may not be scheduled without the express permission of the counselor or coach. Doing outside assignments is vital to your future spiritual and emotional health.

5. **Length of Counseling**: Our purpose is not to counsel individuals or couples over an extended period of time. If you need such counseling, you will be referred to a licensed professional counselor. We will maintain contact with you and your licensed counselor if you choose and give written permission to do so. Sessions will generally not exceed 90 minutes and 8 – 12 sessions.

6. **Individual Counseling**: It is our policy that counselors or coaches will not meet with members of the opposite sex, or children, alone behind closed doors (unless visibility is maintained through a window at all times). If counseling needs to take place behind closed doors without visibility, counselees will be referred to another counselor of the same sex (as the counselee) for further counseling or discipleship. Or, a third person, male or female, may be brought to the sessions. If the counselee's spouse is willing and available, he or she is welcome and invited to be present at the discretion of the counselee. It is our policy to counsel children with their parents present, if at all possible. These sessions may include private talks combined with a time of talking with the parent in the room with us. "Youth protection" guidelines will be maintained at all times (parent or another adult will always be within view, but may be out of listening range).

7. **Confidentiality**: All communication, including notetaking and recordkeeping, between the counselor and the counselee is deemed to be privileged information, and will not be disclosed unless it involves harm to others, harm to the counselee, violates the law, and/or written consent has been given.

I have read the Center for Christian Counseling and Coaching Counseling Policy and agree to adhere to it.

_____ _____ (Print Name) (Date)

_____ (Signature)