



## Clinic Group Agreement

I understand and agree to the following terms and conditions related to attending group sessions:

- 1) **The group runs continuously.** Attendance is allowed in one group session per week only and there is no switching between groups. Please make sure to sign the weekly attendance sheet. After completing all required sessions and your account balance is paid in full you will receive a certificate of completion. If you are court referred, a copy of the court order is required with your parole officer name and phone number.
- 2) **24 hour prior notice is required to miss a session. If you cancel less than 24 hours the session fee will be charged.**
- 3) **If there are more than 3 unexcused sessions (no prior notification), you will be dropped from group or the course will need to be repeated starting with session one.**
- 4) **If two payments are missed, you will not be allowed to attend group until the balance is paid.**
- 5) **Please be on time for group.** Group members not on time will be charged the group session fee and will not be given credit for the session. Being late up to ten minutes for emergency situations will be permitted on an exception basis only.
- 6) **Visit restroom before coming to group.** There will be no breaks during the group session.
- 7) **No use of cell phones during session and remove hats/sunglasses.** No emailing, texting, making, or accepting calls, or listening to music during session. Please turn off all electronics before group starts.
- 8) **Active participation is required.** Please be prepared to join-in the conversation with the other group members.
- 9) **No Sleeping during session.** A person can sleep but a person who sleeps will not be given credit for the session.
- 10) **Sharing Guidelines**
  - a) **One person speaking at a time.** Everyone will be given a chance to express himself or herself.
  - b) **Use "I" statements when sharing.** Share own experience and not mind read (speaking for someone else), tell another what to do, criticize or judge them.
  - c) **Sharing time.** Keep sharing time to reasonable amount of time to allow everyone a chance to share.
  - d) **No Cross-talk.** No talking when someone else is talking, no doodling, filing nails, laughing when not appropriate, handing out Kleenex in the middle of someone's crying unless they ask for one etc.
  - e) **Confidentiality.** Everything that is shared in the group is confidential and is not to be discussed outside the group with the exceptions listed in #8, #11 & #12 for clients under the care of probation and under Therapist Confidentiality for all clients.
- 11) **No cussing or behavior that is disrespectful, threatening, insulting or rude.** Two warnings will be given and then the person will be removed from group.
- 12) **Anyone found under the influence or suspicion of alcohol or substances, or in possession of a weapon will be taken out of the group session and the session fee will be charged.**
- 13) **No family or other attendees are allowed in session except for group members.**
- 14) **If you are not comfortable in a group setting please speak with your group leaders.**

### Therapist Confidentiality:

All information disclosed within group is confidential and may not be revealed to anyone without your written permission except where disclosure is allowed/required by law. Disclosure may be required under the following circumstances: Where there is reasonable suspicion of child (under 18 and includes physical, sexual, neglect and/or witnessing domestic violence), legal dependant (18-65) or elder (over 65) abuse; where there is reasonable suspicion that the client presents a danger of violence to others; where the client is likely to harm him or herself unless protective measures are taken; or for Intern/Trainee supervision. Disclosure may also be required pursuant to a legal proceeding.

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Print Name

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Signature

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Date