



MONMOUTH UNIVERSITY

COUNSELING AND PSYCHOLOGICAL SERVICES

CONFIDENTIALITY, DISCLOSURE AND INFORMED CONSENT FOR STUDENTS RECEIVING PSYCHOLOGICAL COUNSELING SERVICES

Students enrolled at Monmouth University are eligible for free, confidential psychological counseling services on a *first come, first serve* basis. We do not offer long-term counseling. The initial appointment is for a screening consultation to determine your needs and to discuss counseling options, which may include on-campus sessions or referral to an off-campus provider. In order to provide service to as many students as possible, the office is oriented toward short-term counseling. Long-term treatment is not available on campus.

All CPS counselors are licensed to practice clinical mental health in the State of New Jersey. Our professional staff includes Licensed Professional Counselors and Licensed Psychologists who are supervised by an Approved Clinical Supervisor.

Due to limited resources, this office cannot provide counseling or other services as part of a court mandated probation requirement, nor can counselors serve as witnesses in connection with any court proceeding regarding said probation or other legal matters. You can discuss the counseling options available to you with a psychological counselor during your intake appointment.

Confidentiality

Information shared during psychological counseling sessions is confidential. Since the staff operates as a team in order to provide the best possible services to students, we will confer with one another within Counseling and Psychological Services for professional supervisory purposes. Information will not be disclosed outside of the department without your written permission, with the exception of the following:

1. **Abuse of Children:** If a counselor or other qualified individual has reason to believe that a child under the age of 18 is being abused or neglected, s/he is legally obligated to report the situation to the appropriate State agency.
2. **Imminent Harm to Self:** If a counselor or other qualified individual has reason to believe that you are in danger of physically harming yourself, and if you are unwilling or unable to follow specific counseling recommendations, s/he may have to make an involuntary referral to a hospital and/or contact a family member or another person who may be able to help protect you.
3. **Imminent Harm to Others:** If a counselor or other qualified individual has reason to believe that you are seriously threatening physical violence against another person, or if you have a history of physically violent behavior, s/he may be required to take some action to insure that the other person is protected.
4. **Legal Demands:** If legal demands to release information are made, we will make every attempt to inform you before any confidential information is released.

These exceptions are rare, and whenever possible we will discuss with you any action being considered. Legally, we are not obligated to seek your permission under these circumstances, especially if such discussion would prevent us from securing your safety or the safety of others. If the disclosure of confidential information does become necessary, we will only release the information necessary to protect you or the other person's physical safety.

Mental Health Crises

Please note that in the event of a mental health crisis that requires emergency assessment and possible transport to Monmouth Medical Center’s Psychiatric Emergency Screening Services or to another medical facility, both resident students and commuter students will need to demonstrate compliance with the hospital’s treatment recommendations. This must occur prior to returning to campus or to residence in order to be cleared for re-entry. Discharge recommendations and any additional supporting documentation must be presented to the Department of Counseling and Psychological Services as soon as possible after discharge. Upon receipt of the appropriate documentation, we will provide timely notification regarding the student’s return to campus and/or to housing depending upon the recommendations of the treatment team. Additional documentation may also be required.

General Information

Counseling is by appointment; the duration of each session is approximately 45-50 minutes. Counseling is available throughout the academic year when the University is open. You must be a registered student in order to receive psychological counseling services. Summer options vary based on availability of resources during that time.

Since we are a campus counseling office, on rare occasions your session may be interrupted due to an emergent crisis of another student member of the community. We ask that you be understanding in these situations. Your appointment will be rescheduled as soon as possible.

Cancellation Policy

Your promptness is important in order for you to benefit from your counseling sessions. It is your responsibility to keep scheduled appointments. If your counselor needs to change the time of a session, or to cancel your appointment, you will be notified as soon as possible.

If you need to cancel a scheduled appointment, please call the office at 732-571-7517 or notify us by email at [mucounseling@monmouth.edu](mailto:mu counseling@monmouth.edu) at least one day in advance to cancel and reschedule. If you miss your appointment without notification, you will need to speak with your counselor to reschedule.

After two failed appointments, you may be referred to off-campus providers.

Questions regarding the above information may be discussed during your intake session.

I have read and understand the above information regarding counseling services at Monmouth University, I understand the provisions, and I freely initiate counseling.

Signature _____ **ID#** _____