



Burden Bearers

COUNSELLING CENTRE

Serving
West-Central
Alberta

Email to Bob Hillock: bhillock@airenet.com
or bring to first appointment

Intake Form (please print clearly)

PERSONAL INFORMATION:

Name _____ Today's date _____

Address _____

Birthdate _____

Contact Information: Phone(s) _____

Occupation: _____

Employer _____

FAMILY INFORMATION: None _____ OR:

Partner's Name _____

Marital Status _____ How long? _____

Children (names, ages): _____

AFFILIATIONS: None _____ OR:

Name of church _____

I attend regularly _____ I attend occasionally _____ I rarely attend _____

Other groups or organizations: _____

REFERRAL INFORMATION: How did you hear about this office?

Church/pastor _____ Internet _____ Brochure _____ Newspaper _____ Burden Bearers Event _____

Friend _____ Other Agency _____ (Please Specify) _____

PREVIOUS COUNSELLING: None _____ OR:

Counsellor/ Agency _____ Location _____

Duration _____ Issue _____

RELEVANT MEDICAL INFORMATION: None _____ OR:

Doctor: _____ Location: _____

Medical Condition: _____

Are you currently taking medication for this condition? Yes _____ No _____

PRESENT COUNSELLING DETAILS:

Briefly describe the issue(s) you want to discuss with the counsellor.

When are the best possible times for you to attend counselling sessions?

Preferred day of the week _____ Morning or afternoon _____

Preferred location: Rocky: _____ Sundre: _____

FINANCIAL DETAILS:

This counselling centre relies on client fees and donations in order to provide a professional and affordable service. No one in need will be turned away because of lack of finances.

Please indicate your intentions: Paying client fees (\$80 per hour) by: Cheque _____ or Cash _____

Intend to claim through an employee benefits plan Yes _____ No _____

Specify company or plan _____

GENERAL INFORMATION:

- Counselling is professional and highly confidential. Counselling generally happens in a series of one-hour sessions, usually ranging in duration from one to eight weeks. This form enables initial assessment and consultation. In the first session, you will discuss your presenting issues with the counsellor, and together you will determine your best counselling route.
- Client files are the property of the counselling office and will be held in the fullest of confidence allowed by law. Situations of child abuse or threat of violence or harm to oneself or others must be disclosed to the appropriate authorities. In some situations it is also possible for client files to be subpoenaed by the Court.
- It is understood that the counsellor may consult with peer counsellors or supervisors. Any release of information beyond these conditions will require a separate consent form signed by the client.
- Please advise the office 24 hours in advance if you are unable to keep an appointment. No-show fees may be charged.

I have read the general information and acknowledge its conditions

SIGNATURE: _____ DATE: _____