

grow

therapy in mindfulness



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plan to grow

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inspiration

“Every blade of grass has its angel that bends over it and whispers, ‘grow, grow.’”
~The Talmudⁱ

“I spent all day yesterday watching the grass grow.
What I learned is that grass really grows slow. . . .
Have patience. Everything’ll be alright.
Have patience. Give it just a little time.
Everything’ll be alright.”
~Mark Sandman

“We learn by preparing the soil of the heart, planting the seed of intention, watering the soil of our efforts with flow and ease, weeding the soil of our confusion, composting it into more fertility for the message to bloom, gaining strength and working together through our interdependence with the rhythms of day and night, the seasons and climates of other beings, and offering up the fruit of our experience for the benefit of all sentient beings.” ~Pir Shabda Kahnⁱⁱ

the five Hakomi principles . . .
nonviolence, mindfulness, body-mind holisim, organicity, unity.ⁱⁱⁱ

concept

I chose the name **grow** for my business to reflect my interest in natural cycles, life processes, and spirituality. While I realize that spiritual concepts elicit discomfort in many therapeutic circles, it is impossible for me as a practitioner to separate my work with people from the esoteric streams that I steep myself in. These streams acknowledge the presence of immeasurable, unquantifiable, and yet knowable energies, as visible in the natural world and in the human experience. All life that takes form, be it human, animal, or plant, goes through cycles of expansion and contraction: birth, breath, heartbeat, emotions, seasons, growth, and death. Inspiration and expiration and everything in between. While I do not need to discuss spirituality with my clients, nor do I proclaim a particular belief system, elements of the transcendent are inherent in my work. The natural world is a guide and a resource in the cultivation of human health, and the metaphor of gardening holds innumerable riches for the field of psychotherapy.

I chose the **peony** as a symbol of growth and transformation, of contraction and expansion. The peony bud is a small, tight fist. Even as the flower begins to unfold, one cannot imagine the rich fragrance and large, intricate flower hidden within. It is my belief that every human heart holds the potential to unfold into such ineffable beauty. Additionally, this flower is named after the physician Paeon, who was granted eternal life by the Greek gods who turned him into the peony blossom. This story holds both the healing aspect of counseling, the quality of transcendence, as well as a relationship to death as a part of the life cycle.

All that **growth** requires is **loving conditions**.

The name **grow ~ therapy in mindfulness** is available for use in the state of Colorado.^{iv} Additionally, while I do not intend to limit my clientele to women, I imagine that the image of the peony will be more appealing to individuals with sensitive hearts, of all genders.

growth statements^v

purpose

- . . . to connect and connect and connect again with the energy that is the source of all Life.
- . . . to remember my wholeness and support others in doing the same.
- . . . to stay close to experience and honor everything that arises.
- . . . to trust Life.

mission

- . . . to support others in their own unique awakening process, offering compassionate presence and attention for the many transitions life offers.
- . . . to safely hold the truth of wholeness in moments of forgetting.

vision

- . . . to offer compassionate, somatic therapy to clients interested in core-level transformation.
- . . . to support equanimity in the midst of life's most joyful and most challenging experiences (esp. grief & loss, depression, life stage transition).
- . . . to foster a sense of personal, transcendent meaning.

counselor statement

In much the same way that a gardener prepares the soil to receive the seeds, Life has been preparing me to receive and offer the fruits of core-level work. Several years ago, a friend asked me to consider what my work life would look like were I to be paid to simply be myself. What follows is a preliminary attempt at a response.

education and work experience

In college, I studied philosophy as a way of addressing the existential questions that arose in me. A year after graduating, I returned to school for a Masters in education and a Waldorf certification. This experience steeped me in an esoteric educational philosophy and allowed me to continue my pursuit of meaning. Over many years of teaching in a variety of capacities (as a class teacher, special subjects teacher, substitute teacher, aftercare director, homeschooling instructor, and private tutor), I developed the capacity to communicate openly and honestly with parents about the mysteries of their children, to effectively facilitate groups, and to hold the uncertainty of Life with an element of reverence.

As part of my graduate work in counseling, I completed my professional internship with concurrent placements at Boulder County Hospice Care and the Love and Trauma Center, experiences that strengthened my commitment to working with people facing significant existential questions, major life transition, grief, and loss.

Additional training and certification as a Hakomi therapist has taught me how to hold the breadth and depth of human experience in a container of mindfulness, nonviolence, and organicity. Including the body and somatic experience as a resource in therapy adds a dimension of wholeness to the counseling process.

life experience

For some, the processes of introspection and personal development seem self-indulgent and secondary. For others, myself among them, they are fundamental aspects of being, ways of making sense of the world, ways of becoming fully human. I have spent considerable time exploring the edges of meaning, both privately (reading, meditation, journaling, dream work, prayer) and with support (therapy, Hakomi training, spiritual guidance). The process of personal inquiry is inherent for me, and holding space for others to engage in this work is immensely meaningful.

In addition to my natural attraction to inner work, my life has offered me many opportunities to plumb the depths of grief, loss and transition. The loss, grief, and

meaning timeline on the following page provides a visual representation of these experiences. (It is also an example of a tool I would use with individuals, couples, and families facing grief and loss.) Being able to speak with my clients about loss and grief from “the inside” facilitates trust and safety, and allows me to offer the gifts of personal losses in the service of healing.

Finally, my spiritual commitment—the practice of returning to the solace and truth of the present moment, to the wisdom of experience, and to inherent wholeness—serves as a container for the therapeutic process. Issues of projection and countertransference are addressed through honest and compassionate inquiry. The work of counseling requires a commitment to such maintenance, serving both myself and my clients.

personal attributes

We do not live in a culture that values sensitivity and introversion. Our collective collusion in diminishing Darwin's theory of evolution to a bumper sticker slogan—survival of the fittest!—bespeaks our commitment to toughness and extroversion. However, sensitivity and introversion are the qualities that allow me to feel, to connect empathically with others, to appreciate the subtleties of experience, and to consider deeper meanings. In this way, counseling allows me to recognize these gifts and use them to support others.

gifts of the garden

individual therapy — core-level transformation, trauma, grief & loss.

couples & family — self-in-relationship, grief & loss, trauma.

groups — self-in-relationship, grief & loss

retreats — core-level transformation, self-in-relationship, grief & loss.

boulder, CO, earth

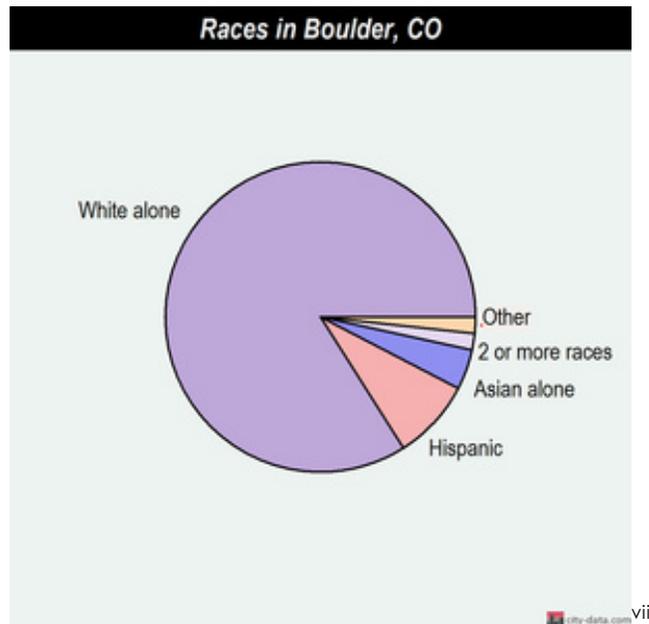
	Boulder	Colorado
population	97,385	5,029,196
median household income	\$49,920	\$56,222
median house value	\$464,200	\$234,100
home ownership	49%	68.2%
bachelor's degree +	68.9%	35.5%
ages 0-18	13.9%	24.4%
ages 19-64	77.2%	64.7
ages 65+	8.9%	10.9%

Data collected from U.S. Census Bureau.^{vi}

registered psychotherapists	~1600
registered LPCs	~400
registered psychologists	~325
registered LMFTs	58
registered LCSWs	54

Approximations based on data from DORA registry.^{vii}

There is approximately one counselor for every 400 people in the community.



SEOC analysis

strengths

- ... *community need* ~ grief, loss, and transition are a part of life.
- ... *community interest* ~ strong demand in Boulder for personal growth work.
- ... *aging population* ~ more individuals are facing issues of death, grief, loss.
- ... *trauma* ~ increasing in prevalence.
- ... *strong personal interest* ~ questions of deep meaning.
- ... *roots in Boulder* ~ many referral sources.
- ... *credit* ~ wicked good.
- ... *credibility*.
 - ... *personal experience with loss* ~ comfort with strong emotions and themes.
 - ... *spiritual training* ~ Sufi lineage offers insight into many wisdom traditions, practices, resources, rituals.
 - ... *therapeutic training* ~ MA in counseling,
~ Hakomi training/certification (core level processes)
 - ... *other experience/education*
 - M.Ed. ~ many years working with people.
 - BA, philosophy ~ lifelong interest in questions of personal meaning.
- ... *fee structure* ~ sliding scale and varied therapeutic formats allow clients to tailor work to their needs and means.
- ... *age & life experience* ~ older than many recent graduates.
- ... *office location* ~ downtown, affordable, accessible, beautiful, welcoming.
- ... *business experience* ~ skilled at keeping costs low and creating a niche.
~ know how to draw on my resources for referrals.

edges

- ... *marketing* ~ little experience/interest in this realm.
- ... *isolation* ~ would benefit from peer support and collaboration.
- ... *finances* ~ still learning about managing the financial aspects of a business.

opportunities

- ... *referrals* ~ one of the founders of the Hakomi method is a friend and supporter and is interested in referring clients to me.
- ... *interest saturation* ~ in Boulder, there are many people interested in core-level, transformative therapies.

challenges

- ... *market saturation* ~ in Boulder, there are many therapists per capita.
- ... *rents* ~ accessibility comes at a premium in Boulder.

growth schedule

plant (getting started)

In the beginning, my main focus for **grow** will be planting seeds and establishing roots. This will entail registering my business as an LLC, setting up bank accounts, developing an accounting system, networking with local professionals, and cultivating an initial clientele base. I will offer free talks throughout the year (one per quarter), in order to increase my exposure to the community and generate interest for the work that I am doing. By the end of my first year, I hope to have 10 individual sessions per week, along with a weekly group and perhaps a session or two of couples counseling. I will have completed my Hakomi certification and will be listed on the Hakomi Institute website as a certified Hakomi therapist. I will continue my education with specialized training in group work (through Matrixworks), as well as EMDR.

cultivate (5-year projection)

As I move toward a sustainable client load (10 clients per week), I will slowly weed out my supplemental work and focus solely on developing my private practice. At this point I will incorporate more group work, developing curricula for groups in grief and loss, communication and relationship skills, and intrapersonal growth. I will also begin to research and design a group-based semi-annual retreat program. At this point, I would like to be enrolled in the Somatic Experiencing Trauma Training. I will also re-evaluate my business tax status and consider switching to an S-Corp.

harvest (10-year projection)

With the roots of my practice established, I will begin to harvest the fruits of my efforts. By this time, I expect to be well known and sought after in the community for my work with grief and loss, life transition, core-level therapy, and trauma. I will be offering a three-day retreat experience every season, to mark the cycles of the natural world.

communication

I believe that the most effective form of marketing is building positive regard within the community. Below is an overview of the elements of my marketing strategy.

advertising

Business cards – for distribution to fellow practitioners for cross-referral.
Hakomi Institute listings – as a CHT, I will appear on the Hakomi Institute website.
Postering – (seminars, groups) – Mercury's Messengers is a local, woman-owned reasonably priced service that hangs flyers throughout the community.
Website – free design through wix.com; monthly newsletter/blog.

networking

Colorado Therapists In Private Practice (COTIPP) – monthly networking lunch.
CE trainings – completing CEUs while meeting fellow therapists.
Referral sources – Hakomi Institute (esp. Cedar Bastow), Hakomi grads, CPCE classmates.

introductory seminars – once a month

Transitions, grief and loss.
Nonviolent communication.

tending the inner garden

self-care

“The basic work of health professional in general, and of psychotherapists in particular, is to become full human beings and to inspire full human-beingness in other people who feel starved about their lives.” ~Chogyum Trungpa Rinpoche^{ix}

daily

- healthy eating
- quality sleep
- exercise
- time in nature
- meditation
- something fun/pleasurable

weekly

- personal therapy (biweekly)
- limit work to 30 hours
- time with friends

monthly

- day of silence
- heart circle
- massage

seasonally

- long-weekend retreat
- potluck/sing-along

annually

- week-long retreat
- vacation with loved ones

green matters (\$)

income projections
cost projections
annual expenses
green (\$) plans
tending the outer garden

income projections

As a new therapist, I am clear that I do not want to exert excessive pressure on my budding practice to support me financially. As a result, I will likely start out balancing private practice with work of some other kind. I know that I can live on about \$2000/month (net). In the following pages, I explore a couple of ways that I could meet this financial need while leaving space for private practice to grow. As time goes by, I will slowly let go of these adjunct sources of income and dive solely into private practice. Because there are slightly more than 4 weeks in a month, calculating income based on 4 weeks fails to account for 4 weeks of pay in a 52-week year. This creates a small financial buffer.

housecleaning

benefits

- Established clientele.
- Simple, meaningful work.
- Self-employed.
- Consistency.
- Good hourly wage.
- Minimal expenses.
- Flexibility.

disadvantages

- Limited in the # of hours my mind and body will allow each day.
- Boredom, humility, isolation.
- Unrelated to psychotherapy—not building my skills/network.
- Underemployed.
- Running two separate businesses.
- No employment benefits.
- Unexpected cancellations (unpredictable income).
- Need to pay for own supervision toward LPC.

$\$25/\text{hour} \times 20 \text{ hours/week} \times 4 \text{ weeks/month} = \$2000/\text{month}$

$\$30/\text{hour} \times 20 \text{ hours/week} \times 4 \text{ weeks/month} = \$2400/\text{month}$

expenses: $\sim \$4/\text{week} \times 4 = \$16/\text{month}$



agency work

benefits

- Predictable income.
- Employment benefits.
- Relevant work—contacts, experience.
- Paid supervision.
- Paid trainings.

disadvantages

- Low hourly wage.
- Loss of freedom and flexibility.
- High burnout potential.
- Few part-time opportunities.

$$\$15/\text{hour} \times 40 \text{ hours/week} \times 4 \text{ weeks/month} = \$2400/\text{month}$$

While my supervision would be paid for (~\$5000), along with health insurance (~\$2400) and PTO (~\$1200), I would only need to see about 3 private practice clients per week, in tandem with housecleaning, to break even on the value offered by working for an agency.

Based on these numbers, and the value I derive from the meditative aspects of housecleaning, it is likely I would continue this work to support myself as I establish my private practice. In order to maintain connection with the larger counseling community, I would consider volunteering or doing part-time work for an agency.



private practice

plant year 1

service provided	fee for service	# per week	total
individual therapy, 50 min	\$70	10	\$700
couples & family, 75 min	\$110	3	\$330
group therapy, 120 min \$20/person, min. 6	\$120	1	\$120
		weekly gross	\$1150
		monthly gross	\$4600
		annual gross (48 weeks)	\$55,200

cultivate year 5

service provided	fee for service	# per week	total
individual therapy, 50 min	\$85	20	\$1700
couples & family, 75 min	\$120	5	\$600
group therapy, 120 min \$25/person, min. 6	\$150	2	\$300
retreats 2 days, \$250/person, min. 6	\$1500	1/12	\$125
		weekly gross	\$2725
		monthly gross	\$10,900
		annual gross (48 weeks)	\$130,800

harvest year 10

service provided	fee for service	# per week	total
individual therapy, 50 min	\$100	20	\$2000
couples & family, 75 min	\$135	5	\$675
group therapy, 120 min \$20/person, min. 6	\$120	2	\$240
retreats 2 days, \$300/person, min. 6	\$1800	1/12	\$150
		weekly gross	\$3065
		monthly gross	\$12,260
		annual gross (48 weeks)	\$147,120

cost projections

I plan to build my practice in a way that allows me to take on expenses as I am ready to pay for them. It is possible that at some point I will want to purchase an investment property to house my business. However, unless taking on a debt serves as an investment, I do not intend to use loans to grow my business. I will instead use my considerable savvy at finding great deals to launch my business.

getting started

My initial expenses will be limited to business cards, flyers (printing and postering), and office supplies (paper, pens, computer, printer, ink). Because I presently have a computer and printer, I will not include them as start-up expenses, as I hope to keep using the ones I have and do not consider these to be essential business tools (i.e., if my computer dies, I can always go to the library or borrow a friend's computer for my minimal technology needs).

I presently sublet an office space at the rate of \$60/month, for 3 hours/week. I could potentially grow in this space to 12 hours/week, for \$240/month. Because I am subletting, there is no pressure to purchase furniture or provide a deposit, making this a very affordable arrangement. The income generated in this first year will give me enough revenue to move into my own space as the need develops. I will set aside \$150 every month in this first year, to allow me to buy furnishings and make a deposit on my own space.

Once I am ready to move into my own office, I will need to procure furniture—a couch, two comfy chairs, two yoga balls, a tea kettle, mugs, cups, dish soap, sponges, a side table. With \$1800 saved from my first year, I should have no problem finding furnishings through local thrift stores (Salvation Army, Savers, Ares, Boulder Humane Society Hospice Care), consignment shops (No Place Like Home, Feather Thy Nest), ads (craigslist, John Steiner listserv), and donations (I have a knack for receiving what I need).

As my practice grows, I will increase the amount of money I set aside (up to \$400/month) to cover irregular expenses—licensure exam/study materials, technology needs/repair, office deposits/increases, CEUs/trainings, attorneys fees, business consultations.

annual expenses

expense	category	plant (year 1)	cultivate (year 5)	harvest (year 10)
web design	advertising	\$0	\$0	\$0
domain name & hosting	advertising	\$60	\$70	\$80
office supplies	supplies	\$100	\$100	\$100
license fees	license	\$160	\$80	\$80
office rent	office	\$3000	\$7500	\$9000
phone	utilities	\$600	\$750	\$900
internet	utilities	@ home	@home	@home
heat/electricity	utilities	included	included	included
publications	prof dev	\$200	\$300	\$300
membership: ACA	prof dev	\$169	\$169	\$169
liability insurance	insurance	\$147.50	\$292.50	\$292.50
state registration	license	\$160	\$75	\$75
billing	admin	\$0	\$0	\$0
supervision	license/consultant	\$200	\$100	\$100
accountant	consultant	\$300	\$600	\$600
student loans	loans	\$450	\$450	\$450
Hakomi listing	advertising			
postering	advertising	\$20	\$20	\$20
business cards	advertising	\$3	\$3	\$3
networking	advertising	\$30	\$30	\$30
savings	misc	\$1800	\$3600	\$4800
TOTAL		\$7559.50	\$14,139.50	\$16,999.50

green (\$) plans asset management

Gross Income – Business Expenses – Taxes = Net Income

	gross	expenses	g – e	taxes (30%)	net
grow	55,200	7,560	47,640	14,292	\$33,348
cultivate	137,800	14,140	123,660	37,098	\$100,702
harvest	147,120	17,000	130,120	39,036	\$108,084

	plant*	cultivate	harvest
Long-term savings (20%)	\$6,670	\$20,140	\$21,617
Short-term savings (10%)	\$3,335	\$10,070	\$10,808
Home (30%)	\$10,005	\$30,210	\$32,425
Utilities (5%)	\$1,668	\$5,035	\$5,404
Car (8%)	\$2,668	\$8,056	\$8,647
Fun (10%)	\$3,335	\$10,070	\$10,808
Everything Else (17%)	\$5,670	\$17,120	\$18,374

*These savings percentages may be unrealistic until I have established slightly more income, though they serve as aspirational guideposts.

tending the outer garden

(administration and management)

billing

I do not intend to accept insurance in my practice. All payments will be due at the time of service, eliminating the need for billing.

bookkeeping & accounting

In the early years, I will handle my own bookkeeping on a weekly basis: depositing client payments and tracking expenses/receipts. On a quarterly basis, I will file estimated taxes through [eftps.gov](https://www.irs.gov/efile). At the end of the year, I will prepare my paperwork for my accountant, who will file my taxes. As my business grows, I may decide to hire a bookkeeper to track day-to-day finances, though this depends on the degree to which I enjoy this engagement.

client paperwork

Paperwork will be available online through my website for clients to download and complete prior to our first session. I will discourage clients from transmitting the completed documents electronically, to protect their confidentiality. Clients are also welcome to arrive 30 minutes early for their first session in order to complete paperwork. I will review all intake forms with the client.

supplies

I anticipate needing very little in the way of supplies. As much as possible, I will incorporate supply shopping into my personal shopping trips, or order online from sites that offer free delivery, to economize time. As supply needs arise, I will make a note and place orders at the end of the week.

tea
honey
tissues
TP
computer paper

black pens
art paper
crayons
business cards

counselor credentials

Masters diplomas
Certifications
DORA registration
Bachelors diploma

clinical paperwork

intake
informed consent
sliding scale
SOAP notes form

grow

therapy in mindfulness
client intake^x

CONTACT INFORMATION & DEMOGRAPHICS

Name:
Address:
Phone: (c) (h) (w)
Email:

Birth Date: Age:

Gender:
Sexual Orientation:
Race:
Religion:

Emergency contact

Name:
Phone: (c) (h) (w)
Email:
Does this person know you are engaged in therapy? yes no

RELATIONSHIP INFORMATION

Current Relationship Status/Arrangement:
Name of Partner(s):
Duration of Relationship:
Relationship satisfaction (scale of 1—10):

Children

Name	Age	Parent	Anything you'd like me to know

With whom do you share a home?

Other significant relationships:

HEALTH AND SOCIAL INFORMATION

How is your current physical health?

Persistent physical symptoms or health concerns (e.g. chronic pain, hypertension, etc.):

Are you having problems with your sleep? Please describe.

What is your preferred form of exercise?

How many times per week?

Approximately how long each time?

Are you having any difficulty with your appetite or eating habits? Please describe.

Have you experienced significant weight change in the last 3 months? Please describe.

Do you regularly use alcohol?	yes	no
Typical use (frequency and amount):		

Do you regularly use caffeine?	yes	no
Typical use (frequency and amount):		

Do you use tobacco products?	yes	no
Typical use (frequency and amount):		

Do you engage in recreational drug use?	yes	no
Typical use (frequency, type, and amount):		

Please describe any significant life changes or stressors that occurred in the past year:

FAMILY MENTAL & SOCIAL HEALTH HISTORY

Has anyone in your immediate and/or extended family experienced difficulty with the following?

	Relationship to You	Anything you want me to know
Depression		
Bipolar Disorder		
Anxiety Disorders		
Panic Attacks		
Schizophrenia		
Alcohol/Substance Abuse		
Eating Disorders		
Learning Disabilities		
Trauma History		
Suicide Attempt		
Suicide Completion		
Legal Problems		
Divorce		
Incarceration		
Abuse as Victim		
Abuse as Perpetrator		

SYMPTOM ASSESSMENT

Are you currently experiencing -- or have you experienced in the past -- difficulty with any of the following?

	past	present	duration	notes
Extreme depressed mood				
Wild Mood Swings				
Rapid Speech				
Extreme Anxiety				
Panic Attacks				
Phobias				
Sleep Disturbances				
Hallucinations				
Unexplained Losses of Time				
Unexplained Memory Lapses				
Alcohol/Substance Abuse				
Frequent Body Complaints				
Eating Disorder				
Body Image Problems				
Repetitive Thoughts				
Repetitive Behaviors				
Cutting/Self-Harm				
Uncontrollable Rage				

Homicidal Thoughts				
Suicidal Thoughts				
Suicide Attempt				

Relational Concerns

	past	present	duration	notes
Relationship problems				
Extra-relational affairs				
Physical abuse				
Sexual abuse				
Emotional abuse				
Parenting issues				

Sexual Concerns

	past	present	duration	notes
Low sex drive				
Inability to orgasm				
Painful intercourse				
Erectile dysfunction				
STDs				
Fertility issues				
Abortion			n/a	
Incompatible sex drive				

OTHER INFORMATION

What do you consider to be your strengths?

What do you like most about yourself?

What are effective coping strategies that you've learned?

What are your goals for therapy?

What else would you like me to know about you?

Client Signature: _____

Date: _____

Client Name (printed): _____

grow

therapy in mindfulness

DISCLOSURE OF INFORMATION STATEMENT

Therapy occurs within the context of a unique human relationship that balances both closeness and professionalism in order to be therapeutic. This document aims to clarify the nature of the therapeutic relationship, my personal orientation to the therapeutic process, and the rights and responsibilities of both therapist and client(s) within that relationship.

Therapist Background, Approach to Therapy, & Commitments to the Client

The decision to work with a therapist can be both exciting and intimidating. While the course of therapy is unique to the client(s) being served, this document contains an overview of some common threads in the process. Your questions are invited and encouraged at any point in our relationship.

Degrees

M.A., Counseling Psychology
University of Colorado, Denver, *Anticipated graduation 2013*

M.Ed., Education
Antioch University, New England, 2001

Related Trainings

Hakomi Method of Psychotherapy, 325 contact hours of training
Hakomi Institute, Boulder, 2010-2011

Please note: I am presently a psychotherapist listed in the State's database and am authorized by law to practice psychotherapy in Colorado but am not licensed by the state and am not required to satisfy any standardized educational or testing requirements to obtain a registration from the state.

Multicultural- and Diversity-Oriented Therapy

The way that we engage with, are impacted by, and experience the world is influenced by our unique cultural and personal imprint. Variables such as ethnicity, race, sex, gender, religion, sexual orientation, and ability interface with our unique personal qualities to create a sense of self in the community and in the world. I aim to honor all aspects of your experience and identity in our work together and strive to understand you and your experiences in a full and inclusive context.

Hakomi Therapy

While I draw on the wisdom of many philosophic traditions, I primarily utilize the principles and techniques of the Hakomi method of psychotherapy. Hakomi is a body-mind approach that rests on principles of deep care and respect for the client; trust in the client's inherent wholeness and impulse toward health; the belief in our unity as human beings; and honoring of all forms of experience—including thoughts, emotions, memories, bodily sensations, and impulses—as useful tools in the therapeutic process. The methods of Hakomi therapy are gentle and noninvasive. They take place in an atmosphere of mindful awareness, which we will develop together. Simple experiments (including the use of therapeutic statements and non-invasive touch) can be used as a vehicle for studying client experience and deepening understanding.

Touch, if used for self-study, is done consciously, non-sexually, and with client consent. An example of touch used in a Hakomi-style experiment:

The client reports pressure at the front of her head when a certain topic arises. With client permission, the therapist offers to “take over” the pressure by applying her hands to the client's forehead and gently squeezing, while the client notes any response.

It is important for you to know that touch is *not* essential in Hakomi but is a possible option. You have the right to refuse any technique I suggest and can expect my full support of your choice.

This work is suitable for individuals who are interested in, and capable of, exploring core-level beliefs, and who are curious to study the way they are organized around experience. For more information about the Hakomi method, please visit www.HakomiInstitute.com.

I have currently completed a two-year, 325-hour training in the Hakomi method and am working toward certification through the Hakomi Institute.

Client Rights, Responsibilities, and Relevant Information

It is important to note the client's role and responsibilities in engaging in the therapeutic process. The benefit derived from therapeutic work is a collaborative experience.

As a client, you maintain the following *responsibilities*:

- to arrive for sessions on time,
- to participate as fully as possible in the therapeutic process, and
- to ask questions about your treatment as they arise.

As a client, you maintain the following *rights*:

- to expect that material shared during the therapeutic session be maintained in confidence by your therapist (see discussion of confidentiality below),
- to receive information from your therapist about the methods of therapy, the techniques used, the duration of your therapy, if known, and the fee structure. You can seek a second opinion from another therapist or terminate therapy at any time.
- to access your records at any time,
- to release your records to any third party designated by you,
- to be treated by your therapist in accordance with ethical and legal standards, and
- to terminate services at any time.

Risks and Benefits

Therapy offers clients the opportunity to explore areas of concern in the context of mindful, loving presence. Many people who enter therapy experience improvement in their quality of life, overall mood, and ability to engage effectively with the world and others. Changes can occur situationally (a specific problem finds resolution) or systemically (old self-limiting beliefs drop away to reveal a deeper sense of wholeness).

While the risks of engaging in therapy are minimal for most clients, it is important to note that some risk is involved in the process of self-exploration. Clients who come to therapy may experience emotional strain, stress, and/or life changes as the result of the issues explored in therapy. Difficult emotions/situations may intensify before they find resolution. Such changes cannot be predicted and are seen as natural aspects of growth and development.

Confidentiality

Confidentiality is an aspect of the therapeutic relationship that helps to build and maintain the container of safety. Generally speaking, the information provided by and to the client during therapy sessions is legally confidential and cannot be released without the client's consent. There are exceptions to this confidentiality, some of which are listed in section 12-43-218, as well as other exceptions in Colorado and Federal law. For example, mental health professionals are required to report child abuse to authorities. If a legal exception arises during therapy, if feasible, you will be informed accordingly. It is important for you to know, however, that while confidentiality is the rule in psychotherapy and all efforts will be made to maintain your confidentiality, there are several ethical and legal exceptions to my ability to maintain confidentiality.

Confidentiality may legally be broken under the following circumstances:

- when I have reason to suspect the abuse of a child, elder, or otherwise dependent individual;
- when I have reason to suspect that you may be of harm to yourself or others;
- in a lawsuit where (a) I am the defendant or (b) the judge issues a court order for the release of information; and
- if the client is a minor and his/her parents request information about the client's care (though all efforts will be made to minimize disclosure of private information).

Confidentiality and secrets – Couples & family therapy and groups. In working with couples, families, and groups, client-therapist confidentiality standards are maintained. Additionally, each member of the family system or group will sign an agreement to maintain confidentiality. That said, I cannot guarantee that all members of the client system will maintain this agreement. Additionally, it is my experience that keeping secrets can prove detrimental to therapeutic process. In order to maintain the safety and integrity of the therapeutic container, any information shared by an individual with the therapist must be shared with the entire client system.

Additionally, as a part of my ongoing development as a therapist, I consult regularly with a supervisor and also consult with colleagues, all of whom are bound to the aforementioned ethical/legal practices regarding confidentiality. During supervision and consultations, I may discuss aspects of your case in order to obtain guidance and provide you with high-quality care; however, I will not disclose any identifying information during these consultations.

In an effort to honor both confidentiality and your privacy, it is important for you to know that I will not initiate contact with you should we cross paths outside of the treatment room. If you choose to approach me and either of us is with other people, I will allow you to initiate introductions.

I have read, understood, and agree to the rights and limitations of confidentiality.

Regulations

The practice of licensed or registered persons in the field of psychotherapy is regulated by the Mental Health Licensing Section of the Division of Registrations. The Board of Registered Psychotherapist Examiners can be reached at 1560 Broadway, Suite 1350, Denver, Colorado 80202, (303) 894-7800. As to the regulatory requirements applicable to mental health professionals: a Licensed Clinical Social Worker, a Licensed Marriage and Family Therapist, and a Licensed Professional Counselor must hold a masters degree in their profession and have two years of post-masters supervision. A Licensed Psychologist must hold a doctorate degree in psychology and have one year of post-doctoral supervision. A Licensed Social Worker must hold a masters degree in social work. A Psychologist Candidate, a Marriage and Family Therapist Candidate, and a Licensed Professional Counselor Candidate must hold the necessary licensing degree and be in the process of completing the required supervision for licensure. A Certified Addiction Counselor I (CAC I) must be a high school graduate, and complete required training hours and 1000 hours of supervised experience. A CAC II must complete additional required training hours and 2,000 hours of supervised experience. A CAC III must have a bachelors degree in behavioral health, and complete additional required training hours and 2,000 hours of supervised experience. A Licensed Addiction Counselor must have a clinical masters degree and meet the CAC III requirements. A Registered Psychotherapist is registered with the State Board of Registered Psychotherapists, is not licensed or certified, and no degree, training or experience is required.

In a professional relationship, sexual intimacy is never appropriate and should be reported to the Board of Registered Psychotherapists.

Termination

You are free to terminate therapeutic services with me at any time. I do request that if you decide to terminate, you allow one week's notice for closure, if this is possible.

Appointments and Fees

My standard rate for an individual 50-minute session is \$50.

Your rate is _____.

Rates are subject to increase (with 30 days advanced notice) on January 1 of each calendar year.

Full payment is due at the end of each session. Should you endure significant financial hardship, please let me know so we can discuss possible solutions. Checks returned for insufficient funds are subject to a \$25 fee.

It is important for you to arrive on time for our sessions. If you are late, the session will still end at the scheduled time and you will be charged the full fee. If you need to cancel an appointment for any reason, 24 hours notice is required. Except in the case of emergencies, cancellations with less than 24 hours notice will result in a full fee for the missed session.

Limitations of Services

As a private practitioner, I am unable to offer 24-hour availability. I aim to return client phone calls within 24 hours, when possible. **In the event of a psychiatric emergency, please call 911, or contact your local mental health center (Boulder Mental Health Center, 303.447.1665) or the COMITIS Crisis Center helpline at 303.343.9890.**

I do not engage in emergency care and will provide appropriate referrals to more qualified agencies/organizations for clients I am unable to serve. If a situation arises that is outside of the scope of my training, I will consult with my colleagues to ensure a referral for appropriate care.

Consent to Treat

I, _____ (*please print name*), have read and understand the preceding information, including my rights and responsibilities as a client and the limitations of confidentiality, and I voluntarily consent to treatment. I am aware that no guarantees are being made to me regarding the results of evaluation and/or treatment. I am aware that I can ask questions about any of this information at any time.

Client Signature: _____

Date: _____

Client Name (printed): _____

Therapist Signature: _____

Date: _____

grow

therapy in mindfulness

sliding fee scale

It is my commitment to offer affordable care to my clients while maintaining a sustainable practice. I have tried creating a set sliding scale fee structure for different income brackets; however, this approach does not feel authentic or satisfying to me. I do not plan to advertise a sliding scale but to offer reduced fees to individuals who demonstrate need (by furnishing a bank statement or recent tax return) and request such an adjustment. It is important to be prudent in offering a sliding scale, as some people will take advantage of any perceived discount. I would sign an agreement with my clients that the fee will be revisited on a semiannual basis.

Generally, I will slide down as low as \$50/session. However, I would consider offering a further reduction or pro bono service to 1-2 clients at a time, should someone approach me with a legitimate inability to pay within this reduced fee structure.

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Session Date: _____ Time: _____ Session #: _____

Client(s) Name: _____

Client Description:

.

Subjective (S) Objective (O) Assessment (A) Progress (P)

client	therapist	notes

Counselor plans:

GUIDE TO SOAP NOTES^{xi}

- Client Description:** Manner of dress, physical appearance, illnesses, disabilities, energy level, general self-presentation. (Only update after first session)
- Subjective Complaint:** Presenting problem(s) or issue(s) from the *client's* point of view. What the client says about causes, duration, and seriousness of issue(s). If the client has more than one concern, rank them based on client's perception of their importance.
- Objective Finding:** *Counselor's observation* of the client's behavior during the session. Verbal and nonverbal, including eye contact, voice tone and volume, body posture. Especially note any changes and when they occur (such as a client who becomes restless in discussing a topic or whose face turns red under certain circumstances). Note discrepancies in behavior.
- Assessment of Progress:** *Counselor's view* of the client, beyond what the client said or did. Continual evaluation of client in terms of emotions, cognitions, and behavior. Identification of themes and patterns in what client says and does. Use of developmental (Erikson, social learning theory) or mental health models (DSM-IV). Include your hypotheses, interpretations, and conceptualization of client.
- Plans for Next Session:** Plans *for client*, not for the counselor. Short and long-term goals. How you want to interact with client; what you may plan to respond to in next session with client (follow-up on family issues discussed). Do you plan to help client focus on thoughts, feelings, or behaviors? What particular strategy or theoretical approach might you use? What do you base your plan on?
- Plans for Counselor:** What reading or research do you need to do in preparation? Practice? What help do you need from your supervisor?

business documents

credit score
office lease
insurance verification

marketing materials

business cards
poster/flyers*

*to be created as needed.

resources

contacts
literature
endnotes

contacts

Business	Accountant		
	Attorney -- grievance		
	Bookkeeper		
	Financial Advisor		
	Postering Service		
	Taxes, estimated quarterly		
Professional	Ethical questions		
	Naropa, End of Life Care Program		
	Psychiatrist, holistic		
	Somatic Experiencing Institute, Trauma training		www.traumahealing.com
Community	Supervisor		
	Boulder County Hospice Care		hospicecareonline.org 303.449.7740 24 hours a day
	Boulder Community Mental Health		303-447-1655 24-hour emergency hotline
	Love and Trauma		737 29 th St, Boulder www.loveandtrauma.com 720.663.7254
	Psychiatrist, holistic		

literature

(T = therapist, C = client)

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- Geffen, J. R. (2006). *The journey through cancer: Healing and transforming the whole person*. New York, NY: Random House. (T, C)
- Kubler-Ross, E. (2005). *On grief and grieving*. New York, NY: Scribner. (T, C)
- Kubler-Ross, E. (1969). *On death and dying*. New York, NY: Scribner. (T, C)
- Kurtz, R. (1990). *Body-centered psychotherapy*. Mendocino, CA: LifeRhythm. (T)
- Levine, P. (1997). *Waking the tiger: Healing trauma*. Berkeley, CA: North Atlantic Books. (T)
- Ogden, P. (2006). *Trauma and the body: A sensorimotor approach to psychotherapy*. New York, NY: W. W. Norton & Company. (T)
- Siegel, D. J. (2003). *Healing trauma: Attachment, mind, body, and brain*. New York, NY: W. W. Norton. (T)
- Siegel, D. J. (2009). *The healing power of emotion. Affective neuroscience, development, and clinical practice*. New York, NY: W. W. Norton. (T)
- Siegel, D. J. (2010). *Mindsight: The new science of personal transformation*. New York, NY: Random House. (T, C)
- Siegel, D. J. (2010). *The mindful therapist: A clinician's guide to mindsight and neural integration*. New York, NY: W. W. Norton. (T)

endnotes

ⁱ Talmudic commentary, Midrash Rabbah, Bereishis 10:6.

ⁱⁱ <http://www.ruhaniat.org>

ⁱⁱⁱ Kurtz, R. (1990). *Body-centered psychotherapy*. Mendocino, CA: LifeRhythm.

^{iv} <http://www.sos.state.co.us>

^v Concept of “purpose, mission, vision” borrowed from life assessment statements in *The journey through cancer*, by J. R. Geffen, 2006, New York NY: Three Rivers Press.

^{vi} <http://quickfacts.census.gov/qfd/states/08/08013.html>

^{vii} <http://www.dora.state.co.us>

^{viii} <http://www.city-data.com/city/Boulder-Colorado.html>

^{ix} Trungpa, C. (1985). Becoming a full human being. *The Forum, Summer (3)*, 19-22.

^x Adapted from Client Intake Form at www.mainlinerc.com/HelpfulForms.en.html

^{xi} pdf document retrieved via Google search for “counseling SOAP notes.” No reference available.