



Community Counseling Center

**Community Counseling Center
Domestic Violence/Anger Management Group Policies**

Attendance: This is a 13-session program. If there are three missed sessions, **a report goes to court**, and you will have to start the program over.

Late Times: Be on time for each group session. We keep track of late time. If late times add up to more than 30 minutes total, the late time will count as one of your absences and you will have to make up an extra group session. If you arrive late, you must still check in at the front desk to document the time.

Fees: The fee per session is \$40.00. Payment for each session is due each week prior to class. You must check in ahead of class. Final session cannot be completed until all fees are paid in full. Any missed group sessions must be made up. 24 hours' notice is required to change your individual makeup appointment. If you want to continue to attend group after you have completed the 13 sessions, the fee is \$5 per session.

Participation: This is a discussion group and we expect you to participate in topics that may arise in the group setting. Therapeutically, the more you participate in the group, the more you will get out of it.

Behavior: You are not to be under the influence of any substance while in group session. If you do arrive to group under the influence, you will pay for a ride and be sent home, and this will count as one of your absences. No smoking or other tobacco/nicotine use is allowed in the building. When in group, you are expected to take responsibility for your own behavior. Also, due to HIPAA laws, you are required to make your own phone calls to the Center.

Confidentiality: What you discuss in group is considered confidential and is not shared with other persons. Exceptions are: 1) if we believe you are in imminent danger of severely harming yourself or another human being, 2) if we are informed of any incidents of child/elder abuse and/or neglect, and 3) if we are court ordered to testify about you. We are obligated to inform your referral source about your group attendance and fee payment. By signing this form, you give permission for the group leader to contact said referral source.

We ask you to respect other group members' right to confidentiality as well. While we encourage you to share information that you find helpful in group with your partner, you are not to reveal group members' names or identities. All group members are held to this standard so we can best protect each individual's rights to confidentiality. At the same time, we cannot guarantee that all members will respect this. Therefore, we cannot guarantee you complete confidentiality. If at any time you believe your confidentiality has been violated, please speak to your group therapist.

If a CCC staff member is subpoenaed to testify in a court case, we will charge a fee for each occurrence in order to cover our costs for preparation time, time spent in court, and rescheduled or missed appointments with other clients. This payment is due at least two (2) days **BEFORE** the testimony. CCC will charge \$600 for a full day in court and \$300 for a half day. You will be responsible for paying this fee regardless of who requests the testimony.

Sign below to indicate that you have read and been advised of these rules.

Signature: _____

Date: _____