

## Sensorium Hypnosis Intake & Policies Form

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Is it ok to communicate via text? \_\_\_\_\_ Best hours to reach: (copy): \_\_\_\_\_

Best days/times for sessions: \_\_\_\_\_

Treatment Goals: \_\_\_\_\_

Are you currently involved in a lawsuit where hypnosis records may be needed? \_\_\_\_\_

### Practitioner Education & Training

I am a certified Hypnotist through the Nation Guild of Hypnotists. I am registered through the WA State Department of Health (HP 60638443). I have an MS in Rehabilitation Counseling and have worked in the areas of mental health and physical rehab. I do not diagnose medical or mental health conditions and therefore do not provide advice regarding prescription medications of any kind. Hypnosis and Energy work can be excellent complementary healing modalities to address emotional and/or physical components of a condition or major life transition. \_\_\_\_\_

### Confidentiality and Disclosure Laws

Client records are kept confidential and maintained in compliance with WA State Department of Health guidelines. However, there are a few circumstances in which client information must be shared with the appropriate authorities:

- If you are involved in a civil or criminal lawsuit, a judge may request records be turned over to the court;
- If statements are made regarding abuse or neglect of a child, elderly person or disabled person;
- If statements are made regarding self-harm or harm to others.

Client Initials: \_\_\_\_\_

### **Payment/Refund Policies**

***Please initial after each statement to indicate you understand and agree to each policy. Thank you!***

Medical insurance does not cover hypnotherapy \_\_\_\_\_

For new and established clients, payment is due 48 hours prior to a scheduled session and must be submitted online. This payment will confirm and reserve my session(s). \_\_\_\_\_

If I am purchasing a series of consecutive weekly sessions, a one-week notification must be provided to reschedule a session without financial penalty. More than one missed or reschedule session in a series is considered a substantial disruption in services and will result in discontinuation of services. \_\_\_\_\_

Services are non-refundable. \_\_\_\_\_

Cancelling 2 times within a 30-day period will result in dismissal of services. \_\_\_\_\_

Non-attendance ("no-shows") for a scheduled session will result in dismissal of services. \_\_\_\_\_

### **Practice Policies and Protocol**

A clear pattern of non-compliance will result in dismissal of services. \_\_\_\_\_

Under no circumstances will this practitioner offer guidance via email or text. Matters of a personal nature will only be addressed during scheduled sessions. Please reserve texts for urgent and time sensitive matters only, for example if you are running late for a session, etc. \_\_\_\_\_

Being a hypnosis client is not a passive role. Just like anything else in life, you get out of it, what you put into it. The things you do between sessions are just as important as your chair time. Integrating new tools and initiating lifestyle changes are imperative to fully experience the benefits of our work.  
\_\_\_\_\_

Hypnosis is not a quick fix, although it tends to be shorter term than many other types of interventions. Some of the shifts and changes experienced may be immediate; others more latent or delayed. As one cannot predict the speed or magnitude of recovery, in some cases, it may be advisable to schedule further sessions. \_\_\_\_\_

Hypnosis is NOT talk therapy. Each week we will do a brief 10-15 minute check-in prior to chair time; however, this time should not be used exclusively to vent or complain. Doing so will drain your energy for the more critical portion of our work in the chair and create a build-up of negative energy which resolves nothing. \_\_\_\_\_

### **General Overview of Practices at Sensorium Hypnosis**

As a hypnosis practitioner, I am fully committed to the success of my clients. Please note I cap the number of clients I see each day to ensure the efficacy of my work, as well as my complete focus of energy and skills. Considerable time is invested in preparing for each session and capturing the details in a case note. Your cooperation in attending scheduled services, completing recommended homework, and showing up on time is greatly appreciated and will help your progress tremendously.

The first session or intake is about 90 minutes in length; the consecutive weekly sessions are 50-60 minutes. If a client is late, the session is shortened by the amount of time a client is late, so as not to interrupt the flow of other scheduled sessions. It is the client's responsibility to check/monitor session availability. Session days/times may fluctuate depending on the season/demand for services. Typically, sessions are offered Monday-Fridays from 8am-5:00pm (last session at 4pm). It is highly recommended a client schedule their sessions 4-8 weeks in advance to ensure continuity of treatment and top preference for days/times that work best with your schedule.

The practitioner may integrate additional tools into a client's treatment plan, such as energy and spiritual work, to further promote healing, as appropriate. The practitioner, however, is not advocating or endorsing any specific religious ideology, doctrine, creed, etc. Clients' own beliefs are always honored and respected. Energy healing is safe, and effective for clients of all beliefs and backgrounds.

The practice of hypnosis, along with other integrated modalities, may involve light touch of head, hands/arms, feet, etc. If a client is uncomfortable with this, due to past trauma or for any other reason, it is the client's responsibility to communicate this to the practitioner who will modify her techniques.

For the purposes of privacy, confidentiality and focus, no other person, including minors, may be present during a client's sessions. A client is free to audiotape the sessions using their own recording equipment. The practitioner will capture the details of all sessions in a case notes to assist with continuity of treatment/goals and in adherence with the WA State Department of Health requirements.

A hypnotherapist does not diagnose or treat psychiatric disorders and therefore does not offer any advice/opinions regarding psychotherapy services, psychotropic medication management or any other mental health related service. It is the responsibility of the client to advise any other mental health practitioners of his/her participation in Hypnotherapy services. A client must sign a release of information, if s/he would like any other health & wellness practitioner to be able to discuss his/her treatment/access the hypnotherapist's records.

Hypnotherapy is not a crisis-oriented service; therefore, if a client is feeling suicidal or unsafe in any way, s/he should call "911" or check in to an emergency medical center for further evaluation.

If you are seeking assistance with addictions, please note this is not a rehab practice or facility. It is highly recommended you find a Drug & Alcohol Counselor and regularly participate in an addictions group, such as NA and AA. Hypnosis should be utilized as a complementary tool to assist you in your recovery journey and not as a primary vehicle for drug or alcohol cessation.

Please note this is a drug and alcohol-free space. Attending sessions under the influence of any substances, including marijuana is not permitted. If you have a medical condition and a licensed medical practitioner who has prescribed marijuana as a treatment, it is your responsibility to disclose this to the hypnotherapist.

**I have reviewed, acknowledge and agree to comply with all disclosures contained in the General Overview of Practices.**

---

Client Name (Printed)

---

Client Signature

---

Date