



*Timberlake*  
BIBLICAL COUNSELING & TRAINING CENTER

Client # \_\_\_\_\_

*Consent to Counsel*  
NEW COUNSELEE CONSENT FORM

TIMBERLAKE BIBLICAL COUNSELING & TRAINING CENTER  
IS A MINISTRY OF  
TIMBERLAKE BAPTIST CHURCH

**DR. BRYAN FERRELL**  
Executive Director of Counseling  
Certified Biblical Counselor

**DR. MARK HAGER**  
Director of Counseling  
Certified Biblical Counselor



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### **Appointment Cancellation Policy**

We request that cancelation of your scheduled appointments be made at least 24 hours in advance with your counselor. If you cannot reach your counselor, please call the counseling center phone number at **434 237 6464** or contact us by email at [counseling@timberlakebaptist.org](mailto:counseling@timberlakebaptist.org). Failure to cancel a missed appointment may result in a \$25 refundable deposit to resume counseling sessions.

### **Financial Agreement**

The Counseling Center is supported primarily through fees for services rendered. In order to meet our costs, a counseling fee is required at the time of counseling. The counseling fee agreement will determine the cost of counseling services. **We only accept cash or checks.** Please make checks payable to *Timberlake Baptist Church*.



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### **Waiver of Liability**

THE UNDERSIGNED, having sought biblical counseling from Timberlake Biblical Counseling and Training Center, hereby acknowledges his/her understanding of the following conditions and further releases of the Timberlake Biblical Counseling and Training Center, its affiliates, counselors, or employees from any liability or claim arising from the undersigned's participation in biblical counseling.

1. It is understood by the participant counselee(s) that all biblical counseling will be provided by intern counselors or certified biblical counselors who may or may not be state licensed under the State of Virginia statutes.
2. That all counseling provided in the biblical counseling center is provided in accordance with the biblical principles and is not provided in adherence to any local or national psychological or psychiatric association.
3. That no representation has been made, either expressly or implied, that the biblical counseling, as conducted by the above-mentioned counselors, is accepted as customary psychological and/or psychiatric therapy within the definitional terms utilized by those professions.

\_\_\_\_\_

Counselee Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Counselor Signature

\_\_\_\_\_

Date

## TBC&TC Counseling Policies

The Timberlake Biblical Counseling and Training Center (TBC&TC) is a non-profit organization and a member of the Evangelical Council for Financial Accountability. The TBC&TC is a ministry of Timberlake Baptist Church. The purpose of this ministry is to provide biblical counseling services for you as a counselee, and to provide training opportunities for the church and community in Historic Biblical Counseling.

Because this is a training ministry as well, please be aware that we are always training new counselors. It is possible that a *counselor trainee* will be observing the counselor and the counseling process for their own certification requirements. Trainees are subject to the same guidelines of confidentiality as your counselor.

The counseling center is supported primarily through suggested donations and book fees for services rendered, and personal donations from people like you. In order to continue to offer quality biblical counseling to the community, suggested donations are required at the beginning of each session. Please make your checks out to Timberlake Baptist Church. If you are unable to pay the suggested amount, please discuss this in advance with your counselor. Credit or Debit Cards cannot be used with these services.

All independent donations TBC&TC are tax deductible and will be used to further the counseling services to our community. Please be generous.

Counselors at TBC&TC are equipped with a variety of education and spiritual qualifications and experience, but all are biblically certified by IABC and qualified to assist you with your problems biblically. We are not psychologists and are not licensed as such.

Your counselor will not be available for telephone conversations due to their schedules. If you have an emergency, please call the counseling number (434.237.6464) to talk with a counseling representative or leave a message for a returned call at the soonest possible time.

Due to the increasing demands for our counseling services, we ask that you cancel your appointment **at least two days in advance** in order that we can offer the time to someone on the waiting list. Three cancelations without prior notice will forfeit the privilege of future counseling sessions, or a required cash deposit may be requested prior to resuming the counseling relationship.

I have fully read and understand the policies of TBC&TC as written above: *(Please sign and date in space below)*

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Counselee Signature

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Date

## **TBC&TC Counseling Procedures**

1. We begin and end sessions on time. Please be prompt.
2. Everyone stays for the entire session and faces all the issues brought up. Nobody leaves during the session just because the topic is uncomfortable.
3. Everyone stays for the entire session and faces all the issues brought up. Nobody leaves during the session just because the topic is uncomfortable.
4. Everyone speaks for him or herself.
5. Everyone has a chance to be fully heard. We will not interrupt another individual (counselor or counselee) while they are speaking.
6. We will not ignore the nonverbal or body messages that are emitted but will deal with them openly as they occur.
7. The counselor will not take sides.
8. The time spent together is for working on the concerns of persons in the session and not for playing games, making personal points, or causing diversion. It is our goal to treat each other with love and respect.
9. Everyone gets an opportunity to define the current problems and suggest realistic solutions. At least one positive action step is desired from each person.
10. Growth projects (homework) are an essential part of biblical counseling. Each counselee will be expected to complete his/her assignments prior to each session. Make this a priority in your life during these difficult times!
11. We will address issues at hand and not get bogged down with blame shifting and "rabbit trails" of discussion that will not be helpful.
12. We will confront and deal with each other as honestly and objectively as we possibly can. Please let love rule.
13. There will be no retribution or retaliation over what is said in the session. Bring divisive issues to the counselor's attention for mediation.
14. All counseling will be under the authority umbrella of Ephesians 5:10, "Find out what pleases the Lord" and the Elders/Pastoral Staff of TBC or your own church leadership.

***Please initial here stating you understand the procedures:* \_\_\_\_\_**