# LBC COUNSELING COUNSELING INTAKE FORM

### \*\*\*CONFIDENTIAL INFORMATION\*\*\*

1. Name:			<del></del>		
Last	First	Middle		Birth date	Age
2. Address:Si	treet	City		State	Zip
3. Phone: ( )	(	(			r
E-mail address:	me	Work	Mobile		
4. Occupation:			Edu		
5. Special training(s):				Year	s of school
6. Military history:				_Combat:	
7. Current Marital status (	(check one): Single	■ Married ■ Divorced	l 🔳 Separa	ited Widowe	d
8. Spouse:		( )	(	)	
Nan	ne	Work Pho	one	Mobile P	hone
Spouse's e-mail address: _					
9. Spouse's Occupation:			Edi	ucation:	
				Year	s of school
10. Spouse's military histo	ry:			Combat:	
11. Number of years of ma	rriage:				
12. Your Children:					
	Name	M/F	Age		
<del></del>					
			<del>-</del>		
			-		
13. Primary Language (che	eck one): □English □S	Spanish □Other:			
14. Ethnicity (check one):	□Caucasian □Hisnan	ic □African-American	□Other:		

15. Spiritual/Religious Background:
16. What church do you attend?
How long have you attended? Are you a member?
Do you know Jesus as your Savior? $\Box$ Yes $\Box$ No
Does your spouse/fiancé(e) know Jesus as his/her Savior? $\square Yes  \square No$
When did you come to know Him/Her?
When did he/she come to know Him?
17. State the main reason you are seeking counseling at this time: (Use extra paper if you need more space)
18. How long have you been experiencing this problem?
Is this a reoccurring problem?
How long has it been since the last occurrence?
19. On a scale of 1-10, please rate the overall severity of your situation with 10 being the most severe:
20. General health condition:
Illnesses/disabilities:
Medications – indicate what condition they are treating and how long you have been taking each:
21. Previous counseling (Check one): □Yes □No
Current counseling (Check one): □Personal □ Family □ Group  Reason(s) for previous counseling/therapy:
Therapist
Agency
Address
Dates of Counseling

Uncontrollable thoughts Numbness in fingers Work, Vocational Problems Uncontrollable behaviors Legal/Criminal Problems Anger Excessive Sweating Financial Problems Irritability Dry Mouth Abortion Miscarriages Chest Pain Emotional Abuse Crying Spells Shortness of Breath	Sexual Abuse Sudden weight gain/loss Excessive Sweating Anxiety Insomnia Muscle Aches Thoughts of Suicide Excessive Sleeping Panic Attacks Grief Decreased Concentration Dizziness/Faintness Illness Loss of interests Digestive Problems Mood Changes Racing Thoughts Rapid/Pounding pulse	Alcohol/Substance abuseFamily ProblemsEating DisordersMarital/Relational ProblemsPoor appetiteSexual DifficultiesHopelessness, HelplessnessFatigueSexual AddictionGuilt, WorthlessnessMuscle TwitchingPhysical AbuseRestlessness
22 Place a shock word to 1940	EMOTIONAL HISTORY	Y
My parents divorced wh  I had no father growing One of my parents comm I suffered abuse from a	loved physically as a child (hugs, being held en I was a child. I was years old. up because of (check one) □ death □divon hitted suicide. I was years old. non-parental family relationship: Identify:	rce □preoccupation.
I don't remember being My parents divorced wh I had no father growing One of my parents comm I suffered abuse from a second of the second of t	loved physically as a child (hugs, being held en I was a child. I was years old. up because of (check one) □ death □divol nitted suicide. I was years old.	preoccupation.  om peers.

1. Life is hopeless. Never Rarely Sometimes Frequently 2. I am lonely. Never Rarely Sometimes Frequently 3. No one cares about me. Never Rarely Sometimes Frequently 4. I am a failure. Never Rarely Sometimes Frequently 5. Most people don't like me. Never Rarely Sometimes Frequently 6. I want to hurt someone. Never Rarely Sometimes Frequently 7. I am so stupid. Never Rarely Sometimes Frequently 9. God is disappointed with me. Never Rarely Sometimes Frequently 10. I am disappointed with God. Never Rarely Sometimes Frequently 11. I can't be forgiven. Never Rarely Sometimes Frequently 12. Why am I so different? Never Rarely Sometimes Frequently 13. I can't do anything right. Never Rarely Sometimes Frequently 14. I am out of control. Never Rarely Sometimes Frequently 15. I am unlovable. Never Rarely Sometimes Frequently 16. I am unlovable. Never Rarely Sometimes Frequently 17. I am unlovable. Never Rarely Sometimes Frequently 18. Check how you generally get along with other people:  Affectionate Aggressive Avoidant Fight/Argue often Follower Friendly Leader Outgoing Shy/Withdrawn Submissive Other:  27. Describe any areas of interest or hobbies.							
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28. Additional Comments:	27. Describe any areas of interest	or hobbies					
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28. Additional Comments:							
28. Additional Comments:							
	28. Additional Comments:						

25. Please check how often the following occur to you:

## LBC COUNSELING

## POLICIES AND PROCEDURES

#### **COUNSELING PHILOSOPHY**

Vincent Cobb has a Master's Degree in Counseling from Colorado Christian University. He is licensed in the State of Colorado to practice as a Substance Abuse Therapist. He has been working in the field of addictions for over 10 years and is currently employed full-time with RRK Enterprises as the Transitional Drug Abuse Treatment Program Coordinator. Vincent is trained and certified in multiple treatment modalities. He favors a person-centered approach to counseling. Vincent has spent the majority of his career working with the offender population and has treated mild to severe levels of addiction to include those with co-occurring disorders.

#### **APPOINTMENTS**

Appointments are scheduled based on the availability of the counselee and counselor . Appointments are normally scheduled for 50 minutes. Punctuality is important to maximize the use of your session time. We recognize that your time is important, too, and will make every effort to avoid unnecessary delays. If a client is ever more than 15 minutes late, the appointment may be considered cancelled. At that point, the client may reschedule the appointment. All appointments and appointment changes are to be made through the LBC Counsel. LBC Counseling fees will be discussed with the client and determined before sessions are initiated.

#### MISSED APPOINTMENTS

As a courtesy to counselor, and others seeking assistance, we ask that you notify us at least 24 hours in advance when you need to cancel or reschedule an appointment. When you notify us, we are able to be better stewards of that time by using it to assist others. When a client fails to notify LBC counseling in advance about an absence, he/she will be considered a "no show." After two instances of being a "no show," before counseling can continue we will ask that a consultation be arrange to discuss difficulties keeping appointments and how the issue can be resolved.

#### **DISCONTINUING COUNSELING**

You are free to discontinue counseling at any time. Most people remain in counseling until they feel they have learned more effective methods of thinking, feeling, and/or acting regarding their situations. Occasionally, counselors elect to discontinue counseling. This usually happens when they feel no substantial progress is being made or other factors are interfering with their ability to help you. If counseling ends prematurely, we will attempt to help you find qualified help elsewhere if you desire. If in the course of your counseling, you decide to seek counseling from another source, we will be ethically required to discontinue counseling.

#### **ELECTRONIC DEVICES**

In order to avoid any unnecessary interruptions during your counseling session, please turn off your mobile phones and pagers. Tape-recording of sessions is not permitted.

#### CONFIDENTIALITY

Under normal circumstances, anything that you discuss with your counselor and anything you write on this intake will be held in strict confidence. However, be aware that there are some situations that may have to be reported to appropriate authorities as required by law. This reporting may take place without your permission or knowledge. Reportable situations include, but may not be limited to, indications of bodily harm to self or others, involvement in a felony, suicidal intentions, and reasonable evidence/suspicion of child or elder abuse/neglect. Your counselor may also be required to disclose information in response to a subpoena issued by a court of law. Your information will not be shared without your written consent except under legal obligation or for professional consultation. All aspects of your session could be discussed with my clinical supervisor.

#### **COUNSELORS' NOTES**

The lay counselor you are seeing may make his or her own personal notes about your session for future reference. All written notations made during the counseling sessions are confidential.

#### **CONSENT AGREEMENT**

I have read the Counseling Policies and Procedures, and I have completed the Counseling Intake Form. I desire to receive counseling from LBC Counseling.

Print Your Name	
Your Signature	Date
Spouse Print Name	
Spouse Signature	Date
Parent/Guardian Print Name	
Parent/Guardian Signature	 Date