

TMYD Guidelines & Confidentiality

TMYD IS A PRO-ACTIVE MENTAL HEALTH SERVICE

I understand that TMYD is NOT therapy. While there are common benefits as therapy, TMYD does not serve the same therapeutic expectations and requirements as traditional therapy. I understand that while my TMYD Guide may be able to diagnose disorders and provide intervention, it is not an expectation of TMYD. My TMYD Guide may suggest referral to necessary therapeutic resources including therapists, psychologists, psychiatrists, and life coach's as needed.

SESSIONS & CANCELLATION POLICY :

- TMYD One-On-One sessions are 45 minutes in length. Pursuit Groups are 60 minutes in length.
- Exploration sessions are twice a month. Individual Pursuit sessions are once a month. Group Pursuit sessions are once a month.
- If you are going to miss an upcoming TMYD One-On-One session please inform your TMYD Guide as soon as possible to assist in scheduling and billing requirements.
- In the event of a late cancellation please do your best to inform your TMYD Guide within 8 hours of the scheduled appointment.
- If you know you are going to miss a session you are welcome to trade sessions with another co-worker. Please inform your TMYD Guide if you trade a session.
- Rescheduling missed sessions with your TMYD Guide are NOT GUARANTEED. While you may request a make-up date for a missed session, your TMYD Guide is not required to make up a missed session.
- If you NO SHOW a session you forfeit your scheduled session. You will not be able to make up the session at any capacity. It is your responsibility to communicate any missed sessions ahead of time. Emergency circumstances will be considered.

LIMITS ON CONFIDENTIALITY: There are some situations in which a TMYD Guide is obligated to take actions that he/she believes are necessary to attempt to protect participant or others from harm, and he/she may be required to reveal limited information about an employees participation in TMYD.

CHILD ABUSE: If your TMYD Guide has knowledge of or reasonably suspects a child under 18 has been the victim of child abuse or neglect, the law requires that your TMYD Guide file a report with the appropriate government agency. This can include when your TMYD Guide reasonably suspects that mental suffering has been inflicted upon a child or that his or her emotional wellbeing is endangered in

any other way. It can also include some sexual activity i.e. oral sex among minors under certain conditions. If you have any questions please clarify this with your TMYD Guide. Once such a report is filed, your TMYD Guide may be required to provide additional information.

DANGER TO SELF: If your TMYD Guide has reasonable cause to believe that the participant is in such mental or emotional condition as to be dangerous to himself or herself, your therapist may be obligated to take protective action, including seeking hospitalization or contacting family members or others who can help provide protection.

THREAT OF VIOLENCE TO OTHERS: If a participant communicates a serious threat of physical violence against an identifiable victim, your TMYD Guide must take protective actions, including notifying the potential victim and contacting the police. Your TMYD Guide may also seek hospitalization of the participant or contact others who can assist in protecting the victim.

ELDER/DEPENDENT ADULT ABUSE: If your TMYD Guide observes or has knowledge of an incident that reasonably appears to be physical abuse, abandonment, abduction, isolation, financial abuse, or neglect of an elder or dependent adult or if an elder or dependent adult credibly reports that he/she has experienced behavior including an act or omission constituting physical abuse, abandonment, abduction, isolation, financial abuse, or neglect, or reasonably suspects that abuse the law requires that your TMYD Guide report to the appropriate government agencies. Once such a report is filed, your TMYD Guide may be required to provide additional information. If such a situation arises, your TMYD Guide will limit disclosures to what is necessary.

WHAT IS SHARED WITH MY EMPLOYER: All information that is shared in TMYD is private information between the TMYD Guide and participant. A participant may give permission to a TMYD Guide to share specific and limited information with the employer with their verbal consent. I understand that information that pertains to work culture and office practices may be shared with my employer to improve work policies, practices, procedures and environment but identity of participant will be kept anonymous unless participants consents to disclose identity.

I have read and agree to all of the above.

Participant Name : _____

Participant Signature : _____