

The Ebenezer Baptist Church (EBC) provides no-cost Counseling Services to EBC members and immediate family of EBC members (*e.g. spouse, children, parent, or grandparent*). Non-members requesting counseling support 1) must receive the direct referral of a EBC member, 2) shall be subject to Pastoral Approval, and 3) may be (*should specific occasions require*) subject to a nominal Counseling Service fee.

1. **Fill out completely the provided Counseling Packet.** Please state clearly and specifically your present problem or complaint, and what you hope to gain from the counseling session(s). Weekend counseling requests must be of an emergency nature, or subject to the expressed approval of the Pastor. Be sure to identify any desired counseling dates, times, and preferences.
2. Place the Counseling Packet in a sealed envelope and submit it to the EBC Church Office.
3. All information submitted for counseling purposes (*and shared during counseling sessions*) shall be reviewed by (*and communicated with*) the Pastor. Upon review of the package, will be contacted and provided with available schedule dates and times. Scheduling shall be based on your stated preferences as to date(s), and time(s), and availability of the Pastor.
4. **All counseling sessions shall be held at EBC.** Any requests for counseling away from EBC must receive the expressed approval of the Pastor.
5. The Pastor is certified as a **Licensed Christian Pastoral Counselor**, through the **National Christian Counselors Association (NCCA)** of Sarasota, Florida. This organization is accredited through **Accreditation Commission International (ACI)**. Counselor certificates are available for viewing upon request. As this certification is founded on Biblical Principles and Beliefs, it is further recognized and accepted that the scope, basis, and content of counseling offered shall be based on **Holy Scripture**, as revealed through the Holy Spirit.
6. Scheduled counseling sessions may be subject to postponement and rescheduling should Pastoral emergencies arise. Should such emergencies arise, you shall be contacted by the EBC Church Office and offered available reschedule date(s) and time(s) .
7. If circumstances should prevent the timely arrival for a scheduled counseling appointment, **please contact the Church Office immediately**. There is a *fifteen (15) minute grace period* for arrival to a scheduled session, after which the session will be cancelled. If any scheduled appointment is cancelled due to failure of arrival and/or proper notification, it shall be your responsibility to reschedule the appointment.
8. During the session(s), the Pastor may recommend specialized treatment programs, and/or continued assistance through outside support agencies. Any assistance sought, either through programs or agencies shall be the privilege of every counselee, and EBC shall be relieved of any benefit or consequence should said assistance be sought.

I have completely read, understand, and shall abide by the above guidelines

Date: (MM/DD/YY) _____

Counselee Name: (*please print*) _____

Counselee Signature: _____