

Dear Counselee,

Thank you for contacting LifeWorks regarding your desire for counseling. We are enclosing some information for you relating to the counseling process. Please read and sign the Release of Liability Form. This form is a necessary part of our national credentialing policy. Also, take a moment to fill out our Information Request Form for our records. You can either mail them to the address listed on the reverse of this form or bring them with you on your appointment date.

We are looking forward to serving you and believing for God's restoring power in your life.

LifeWorks is a Christ-centered, faith based counseling ministry of Elevate Church dedicated to helping individuals, couples and families find victory in life through the transforming power of God's Word.

LifeWorks counseling philosophy is based on four foundational principles: revelation, information, application, and transformation. Through the process of counseling, information will be presented to the counselee that represents the truth of God's Word as it applies to each specific situation. This information will give opportunity for the counselee to come to an understanding as to how the principles of God's Word can be directly applied to his/her life. When these Biblical truths are applied and practiced the result will be transformation. The goal of Christian counseling is not just to help solve problems but, also to help the counselee grow as a person in Christian maturity.

Basic Information Regarding The Counseling Process

- All counseling will be held strictly confidential unless the counselee gives written permission that information may be shared with specific individuals. The only exception to this confidentiality pertains to information that is required by law to report (alleged child or elder abuse, imminent harm to another individual and some unreported felonies).
- Unless there is an objection, each session will open and/or close in prayer.
- Sessions will last for one hour unless there are issues that arise that warrant continuing for a longer period of time.
- All counseling is voluntary. The degree of success of the counseling process involves a dedication on the part of the counselee to follow through with the plan that will be laid out. If multiple sessions are needed, each session will end with some type of follow up assignment to be done before the next session. If the counselee consistently does not follow through with the homework the counseling may be stopped.
- The duration of the counseling process will depend on the nature of the problem and the progress of the counselee
- Normally, sessions are scheduled every other week to allow the counselee(s) time to apply what he/she is learning. If an appointment must be cancelled or rescheduled, please give as much notice as possible. If no notice of appointment cancellation is given, we will request a fee of \$15 to help compensate lost appointment time.
- The fee for counseling will be handled by way of a donation. A suggested donation of \$40/session is a guideline you can use. Donations by check can be made out to Elevate Church. If this presents a financial problem, please let us know and we can work out other arrangements with you. Don't allow finances be a reason to not seek counsel.

- **LifeWorks** is committed to integrity in the counseling process. We can make no guarantees or claims as to the degree of success of this ministry to the counselee. We are committed to work with and pray for each counselee. If we feel that the scope of the problem or the nature of the situation is beyond the professional expertise of **LifeWorks**, we will work with the counselee to find a qualified professional to continue the counseling if desired.

Please feel free to contact us if you have any questions related to the counseling process.

Elevate Church
LifeWorks
70 Redington Street
Littleton, NH 03561
(603) 444-6517
(603)-991-6125—Cell

Jim Anan is an ordained minister with an extensive background in Christian Counseling. He is a Licensed Pastoral Counselor and a Certified Temperament Counselor with the National Christian Counselors Association. He holds a degree in Christian Counseling and Pastoral Theology.

Directions To Counseling Office

**The counseling office is located at 70 Redington Street, Littleton, NH.
We are on the second floor**

From North & West: Take I93 to exit 41. Exit onto Cottage Street heading towards Town. At the traffic light (Opera House on corner) make a right onto Union Street (Rt. 116 East). Go about 1 mile until you see Abbott's Party Store on the right. This is Redington Street. Make a right and go about 100 yards. We are located in the large building on the right. Go in the main entrance and follow the sign to the counseling office.

From East: Take Rt. 116 into Littleton. As you are approaching the town, look for Abbot's Party Store on the left. This is Redington Street. Follow the directions above to the office.

From South: Take Rt. 302 into Littleton. Go all the way to the end of Main Street . At the traffic light, head East on Union Street (Rt. 116). Follow directions above to the office.