



## LIMITS OF CONFIDENTIALITY

The protection of your privacy is of utmost importance at Turning Corners Psychological Services (TCPS). We abide by the legislation, standards of practice, and ethics of our profession concerning confidentiality.

Information you share with your therapist is kept strictly confidential and we maintain sensitive files which are kept in securely locked and/or restricted areas. In the course of business, secretarial services may become aware of some elements of your case in the process of file preparation, conducting phone intakes, and in booking appointments. Under normal circumstances, disclosure of your clinical information requires your consent. For example, should it be necessary to coordinate your care with another professional such as your attending physician, your consent must be obtained first. This consent can be verbal, written, or implied.

Should your therapist be in supervised practice, the supervising psychologist will be privy to information about your case at TCPS.

As clinical director of TCPS, Dr. Neil Gottheil also acts as privacy officer. As such he may be privy to information contained in your file in order to ensure that the clinical records are being properly maintained and in response to an expressed concern or complaint made by a client. If a client wishes to express concerns about the handling of their personal health information, these concerns can be directed to Dr. Gottheil.

It is important to note that there are a few situations which may occur where we are required to break confidentiality without need for your consent. These include the following:

- If there are concerns that you are in danger of imminently harming yourself or others
- If in the course of our discussions we become concerned that there is the potential for the abuse, neglect or maltreatment of a minor, defined as under the age of 16 years of age in Ontario or under the age of 18 years in Quebec
- If a court of law requests your file, this may be a time when relevant information might be required to be released
- If you report misconduct by a regulated health professional

Prior to beginning counseling, your therapist will review these limits of confidentiality with you. You are encouraged to ask questions at any time during the course of your assessment/treatment.

---

**Therapist's name:** \_\_\_\_\_ **Therapist's signature:** \_\_\_\_\_

*I have read and understand the information presented to me in this document.*

**Client's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_