

## Professional Disclosure

Katherine Ziff, Ph.D.  
Ohio Licensed Professional Counselor  
License # C-0600008

I provide clinical counseling services including general counseling, personal and social adjustment, diagnosis and treatment of mental and emotional disorders under supervision, educational counseling and consultation.

I work under the clinical supervision of Kristina Houser, Ph.D., LPCC-S, Licensed Psychologist.

This disclosure provides to you information about my credentials, treatment planning, and procedures for appointments and emergencies.

### Formal Professional Education

University	Degree	Degree Conferred
University of North Carolina at Chapel Hill	B.A. (Sociology)	1974
Virginia Tech	M.U.A. (Urban Affairs)	1984
Wake Forest University	M.A.Ed (Counseling)	1993
Ohio University	Ph.D. (Counselor Education)	2004

### Appointments

Appointments may be scheduled as needed at the end of sessions or by phone. You can make an appointment by calling our office manager Karen White at 740-592-5689. You may also call my cell (740-591-3286); if I am not able to answer, please leave a voicemail.

If you find that you are unable to keep your appointment, please notify Karen or me at least 24 hours in advance. Missed appointments that have not been canceled with sufficient notice will be billed at half the usual rate. If you are using your insurance to defray the cost of this service, be aware that most insurance policies will not pay for missed sessions, leaving you fully responsible for the cost. Please just give me a call at least a day in advance if you cannot attend a scheduled appointment.

### Fees

The fee for my service is \$125 for an initial intake and \$95 for ongoing 45 minute sessions. An additional 15 minutes is included for reviewing and preparing notes and any needed communications.

### My Credentials

I have been a Licensed Professional Counselor in the State of Ohio since 2006. I have also been an Ohio Licensed School Counselor since 1999. My professional background includes school counseling (pre-school through high school) and clinical counseling with children, teens and young adults. I have also provided counseling services at university counseling centers to undergraduate and graduate students. My professional vita is available to you upon request.

### Ethics and Professional Standards

As a Licensed Professional Counselor licensed by the State of Ohio, I abide by legal codes and the counseling profession's Code of Ethics for professional standards and ethics. Should you have complaints about my professional services you may contact the Ohio Counselor, Social Worker, and Marriage and Family Therapist Board at 50 West Broad Street, Suite 1075, Columbus, Ohio 43215 614-446-0912, Website: [www.cswmft.ohio.gov](http://www.cswmft.ohio.gov)

### **Treatment Approach**

When we begin, we will discuss your concerns and identify goals for working. Periodically we will review progress and refine these goals. If you have at any time questions or concerns about our work I encourage you to voice them. Counseling is a collaborative process and is most effective when we communicate regularly about goals, develop a mutually agreeable plan of action, and discuss what strategies are successful and what are not. I make every effort to support a counseling experience that is worthwhile and successful for you and your child. If necessary, I will also do my best to help you locate a more suitable referral or therapy resource.

### **Emergencies**

You may need to contact me in an emergency. You may call me on my cell at 740-591-3286. Emergency appointments can be scheduled as you and I deem necessary. Phone consultations may also be needed. If you find that you frequently need emergency phone consultations, a fee for this service will be negotiated.

*If you feel there is a danger of harming yourself or someone else, or of your child harming self or other, immediately contact me. If I am unable to answer my phone, please contact Careline (24 hour crisis hotline) 740-593-3344, or go to the emergency room of the nearest hospital.*