

## Career & Personal Counseling Services

Welcome to Counseling Services at Chemeketa Community College. Our services are available to currently enrolled students. This is an introduction to our counseling procedures. If you have questions after reading this information, please discuss them with your counselor.

**WHAT TO EXPECT:** During your initial contact, a counselor will meet with you to discuss the nature of your concerns. You will be asked questions about your goals for counseling and/or career development in order to determine appropriate options available to you. The process is confidential as outlined below.

**COUNSELING SERVICES:** We provide both counseling and career development assistance. These may include career assessments and exploration, problem solving, crisis intervention, adjustment issues and other areas of personal concern that may interfere with your academic success in college. Services are provided on an as-available basis and typically consist of 1-10 meetings with a counselor.

Participation in personal counseling has shown significant benefit for people who undertake it for personal growth, behavioral change, self-development, improvements in relationships, increased feelings of well-being and improved stress management. It can be helpful in the resolution of specific problems and the exploration of personal issues and concerns that impact your success in college. Career counseling benefits can include enhancing self-knowledge, development of a clear education plan, and matching your interests and goals with your career choice. Counseling does, however, carry some risks. These may include uncomfortable feelings which can result from the exploration of difficult or unpleasant aspects of past or current experiences or discomfort from attempts to stretch oneself by engaging in new behaviors, relational skills and coping strategies. Best outcomes are typically associated with the following:

- Consistent attendance and active effort in collaboration between student and counselor
- A positive relationship between student and counselor—Therefore if at any time you feel uncomfortable or dissatisfied with your counselor, it is important that you discuss this so that we can make the appropriate adjustments or, if needed, we can assist you with a referral to another counselor.

If you require services that are outside the scope of assistance provided by our counselors and/or that involve more long-term, intensive, or specialized care or hospitalization, you may be referred to an appropriate mental health provider in the community. If you have questions about experience, credentials, or theoretical orientation, please feel free to discuss them with your counselor.

**STAFF:** The counseling staff is composed of professional counselors who have graduate degrees in counseling, social work or clinical psychology. Occasionally we also employ counseling interns who are supervised by graduate level counselors while completing their counseling programs. Referral to staff will be based on your counselor's professional judgment as well as on your specific needs and preferences. If you have any significant concerns or feel you have been treated unfairly, you have a right to make a complaint to the Dean of Counseling and Student Support Services or to any applicable licensing board.

**AVAILABILITY OF SERVICE:** Career and personal counseling is available during regular business hours throughout the year by appointment only, except in emergency situations. If you require emergency services when Counseling Services are unavailable, you are advised to contact Northwest Human Services Crisis & Information Hotline 503-581-5535 or 1-800-560-5535 or go to a hospital emergency room. Once you begin counseling, if your counselor is unavailable and you need support, you have the option of requesting a meeting with another counselor.

**CONFIDENTIALITY:** In accordance with state and federal law, as well as professional ethical guidelines established for counselors, psychologists and social workers, the counselors maintain confidential records of personal counseling sessions. This means that information shared with your counselor in the office will not be disclosed to parties outside of the counseling staff without written request for such disclosure. Exceptions to this confidentiality include:

- You give written permission to share information with specific others
- You disclose an active situation of abuse of a child, elder or vulnerable adult
- You are in danger of harming yourself or someone else
- Situations required by law

Counselors may also provide academic advising, which may become part of your educational record. This is distinct from personal counseling, which is strictly confidential as outlined above.

**STUDENTS 17 and UNDER:**

A student who is 14 years or older may access counseling services without parental consent. The counselor may disclose health information to a minor's parent or guardian if 1) it is appropriate and in the minor's best interest, 2) the minor must be admitted to a detoxification program, or 3) the minor is at risk of committing suicide and requires hospital admission. Counselors are expected to involve parents or guardians by the end of the minor's treatment unless the parent/guardian refuses involvement, it is inadvisable to do so, or the minor has been emancipated and/or separated from the parent for at least 90 days.

***Please sign below to indicate that you understand the information presented in this document and you consent to receive services at Chemeketa.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ K#: \_\_\_\_\_

Phone: \_\_\_\_\_ May we contact you at this #?  Yes  No

May we leave a message?  Yes  No

MyChemeketa Email: \_\_\_\_\_

Address: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Dallas Center**  
 1340 SE Holman Ave  
 Dallas, OR 97338  
 503.623.5567

**Salem Campus**  
 Building 2 Room 115  
 4000 Lancaster Drive NE  
 Salem, Oregon 97309  
 503.399.5120

**Woodburn Center**  
 120 E Lincoln Street  
 Woodburn, OR 97071  
 503.981.8820

**Yamhill Valley Campus**  
 Building 1 room 100  
 288 NE Norton  
 McMinnville, Oregon 97128  
 503.472.9482