

## Theoretical Orientation and Methods of Counseling Utilized

Career and Counseling Services counselors subscribe to an educational approach to change. Methods used vary, depending upon the needs of the participant.

Some approaches include cognitive, humanistic, and behavioral.

Activities are designed with goals determined by the participant and may include personal counseling, classes, groups or workshops.

Counselors will refer to community resources when working with individuals whose needs are beyond the scope of Career and Counseling Services.

### Idaho Counselor Licensing Board:

(208) 334-3233

[www.ibol.idaho.gov](http://www.ibol.idaho.gov)

Bureau of Occupational Licenses  
1109 Main Street Suite 220  
Boise, Idaho 83702-5642

## Counselor Credentials

**Kate Woods**, M.S., B.A., Finance, (University of Utah);  
M.S., Counseling (Northwest Nazarene University);  
L.P.C.

**Carol Vanhoozer**, B.A. (University of Northern  
Colorado); M.Ed. in Community Counseling (Albertson  
College of Idaho); L.P.C.

**OFFICE HOURS:** Our offices are open Monday through  
Friday from 8:00 am to 5:00 pm all year long, except  
holidays.

**FEES:** Our services are free of charge to all CSI students.

**IN CASE OF AN EMERGENCY –**  
Please call the nearest emergency room or dial 9-1-1



College of Southern Idaho  
315 Falls Avenue  
P.O. Box 1238  
Twin Falls, Idaho 83303

Phone: 208-732-6260  
1-800-680-0274 Ext 6260 ID/NV  
Fax: 208-732-6799  
<http://careers.csi.edu>



College of  
Southern Idaho



*WHAT YOU CAN EXPECT*



## WELCOME TO CSI CAREER & COUNSELING SERVICES!

This pamphlet provides information about the counseling and career exploration processes, and the qualifications of the counselors at the Career and Counseling Services. We also want to inform you of your rights as a client, as well as your responsibilities, so our office can best serve you.

### Career Exploration & Counseling

We provide comprehensive career development services for students through workshops, and individual appointments. We utilize the online career exploration program MyPlan, which we provide without charge to our clients.

### What is the Practice of Counseling?

Counseling is the application of mental health, psychological and human development principles to assist people to adjust to changes throughout the lifespan. This may include identifying emotional and behavioral issues and associated distress, as well as establishing goals for healthy change, and to evaluate progress.

## We want to protect you!

### Why Seek Help?

It has become as common for people to seek counseling for personal, career, and emotional concerns as it is for them to seek medical help for physical problems. Counselors assist people to address concerns such as:

- Educational and career decisions
- Coping with change, emotional or physical
- Recognizing substance abuse
- Overcoming gender, culture and other personal barriers
- Developing life skills for dealing with change

### Potential Risks of Therapy and Counseling

Please be aware that therapy poses potential risks, such as experiencing painful thoughts or feelings as well as making scary changes in your beliefs, behaviors or relationships. Most people who take these risks find that therapy is well worth it.

### Potential Benefits of Therapy

Potential benefits of therapy include improved relationships, better problem-solving and coping skills, significant reduction in unpleasant feelings, as well as many others.

### Your Client Records

By law you are entitled to a copy of your treatment records, and may request them at anytime.

## Confidentiality

The Federal Health Insurance Portability and Accountability Act (HIPAA), insures the confidentiality of all electronic information about you. This means that whenever we transmit information about you electronically, such as faxes, etc., we will take special safeguards to insure confidentiality.

Also, we cannot and will not tell anyone else that you are in therapy with us or even that we know you, without your written permission. If we see you on campus or out in the community, we will wait for you to acknowledge us first before greeting you, and if you choose not to acknowledge us, that will be fine.

## Email

Keep in mind that email is not a completely confidential form of communication. While system administrators would not normally view these transmissions, they are available to be read by the internet providers.

## Client Responsibilities

You are responsible for arriving on time and calling to let us know if you cannot make your regularly scheduled appointment.

We also invite you to ask questions about anything that happens in therapy and involve yourself as much as possible in the direction and quality of your treatment. You are free to leave therapy at any time you choose, and we would like to discuss this with you when you're ready.

