

Airport Campus
Counseling & Career Services
Midlands Technical College
PO Box 2408
Columbia, SC 29202

Phone (803) 822-3505
Fax (803) 822-3295
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E-mail: counseling@midlandstech.edu



COUNSELING & CAREER SERVICES
INFORMED CONSENT

Beltline Campus
Counseling & Career Services
Midlands Technical College
PO Box 2408
Columbia, SC 29202

Phone (803) 738-7636
Fax (803) 790-7515
TTY (803) 738-7164
E-mail: counseling@midlandstech.edu

This form is designed to inform you about our services and can be used as a reference guide throughout your counseling experience. Please mark any areas that raise questions so that you can discuss them with a counselor.

CONFIDENTIALITY

The Counseling & Career Services staff adheres to strict standards of confidentiality permitted by federal and state law and professional ethical standards. An exception to confidentiality is that a counselor shall disclose information deemed necessary *to protect individuals from imminent physical danger, in cases where abuse or neglect is suspected, or upon service of a court order.*

The Counseling & Career Services staff will not reveal information from counseling sessions, unless mandated by ethics or law, without the student's full knowledge, written consent and completion of a Release of Information Form. Counseling Services will also request approval for a request of records from vocational rehabilitation, licensed psychologists, physicians, high schools, or other colleges and universities.

Our counselors will occasionally consult with colleagues and specialists on student issues. In such instances, only the information necessary to achieve the goals of the session will be shared and student identities will not be revealed.

COUNSELING PROCESS

The Counseling & Career Services staff believes students can only make the best decisions if they have enough information and an understanding of the counseling process. Counselors will select what they feel is the best approach, based upon professional experience and research. If a student prefers a particular approach that has worked well in the past, or would like an explanation of the approach chosen, the student should discuss it with the counselor at any point during the counseling process. If at any time a student feels uncomfortable with the approach chosen, the student should tell the counselor so the counselor can attempt to improve the student's comfort level with the counseling process.

The Midlands Technical College Counseling & Career Services staff fully abides by the American Counseling Association's Code of Ethics and Standards of Practice, the American School Counselor Association's Ethical Standards, the SC Licensure Code of Ethics, the AHEAD Professional Standards, the National Board of Certified Counselor's Code of Ethics and state law.

If you are not satisfied with the services provided, please ask to speak with the Director of Counseling & Career Services at (803) 822-3505.

Visit our Web site at
www.midlandstech.edu/counseling

Midlands Technical College does not discriminate in admission or employment on the basis of race, sex, color, national origin or ethnic group, age, religion, disability or military service. The compliance officer for Affirmative Action, Equal Opportunity and Disability Action can be reached at (803) 822-3261.