

Into the Light
Mental Health and Consulting Services, Inc.
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Laura Symon, MSW, LCSW, CSAT

Dear Client,

Greetings from Into the Light! I am pleased that you have chosen this agency to work with for your therapeutic needs. Before you visit for the first time, there are some tips that I would like to make you aware of to make your first visit with me welcoming and calming.

When possible, try to schedule "down time" for yourself after the first few sessions. You are going to be doing a lot of work, and it can at times be exhausting. Practicing good self-care is important, something that will be reinforced in therapy. Good self-care includes drinking plenty of water, going to sleep at regular times, and limiting your use of alcoholic beverages. Additionally, good self-care means exercising regularly and practicing calming techniques such as prayer or meditation.

Every effort is made for your comfort while in session. I have a fan as well as a comfy blanket if you are hot or cold during session, and you are welcome to bring a drink or snack with you each time we meet. Make sure to make yourself at home, feeling free to lounge on one of the couches or take your shoes off and put your feet up as you feel comfortable. A restroom is down the hall for your convenience.

In order to protect your privacy as well as the privacy of the person in session before you, I ask that you arrive to your session on time. I do not have a waiting area, so if you are early to your appointment, please wait patiently until I come to the door. I will be with you shortly. Please arrange for child care as this takes time and attention away from your individual needs and comfort.

In the event that you need to cancel your appointment, I kindly request a 24-hour notice in order to help serve other clients who might be on a waiting list. We can conduct a phone session in the event that you don't have child care or are ill. I appreciate your attention to this matter.

If you have insurance, please call your insurance company prior to your first session to ask about your copay for Behavioral Health as well as any deductible that might apply. You will be charged the full session amount at the time of service and will be credited that amount towards future visits if insurance ends up paying.

In closing, I look forward to working with you in session and getting to know you. I am enclosing four forms for you to return to my office prior to your first session in order that I might review this information and be fully present for our time together. It will be my pleasure to help guide you along your journey.

Blessings,

Laura Symon, MSW, LCSW, CSAT
Owner and Psychotherapist