



JANICE F. CULPEPPER  
LCMHC, NCC CCTP-II, CTRP-C  
757-373-4155

### **Credentials and Counseling Experience-**

My name is Janice F. Culpepper and I am a LCMHC, Licensed Clinical Mental Health Counselor (10555), through the North Carolina Board of Licensed Clinical Mental Health Counselors, Clinical Certified Trauma Professional Level II (CCTP- II), certified in SITCAP- Level 1 (Structured Sensory Interventions for Traumatized Children, Adolescents and Parents) as a Certified Trauma & Resilience Practitioner- Clinical (CTRP), and a National Certified Counselor (NCC, 012039). I am also trained in EMDR, ACT, crisis counseling, MB-CBT, and TF-CBT.

I started my private practice in 2014 where I counsel adolescents and adults; I also provide trauma-based therapy for children 5-11. I currently volunteer with GIVE AN HOUR which provides free counseling for those in the military. Prior to moving to Franklin NC in 2022, I provided counsel and resources for Beloved Haven which is a nonprofit that raises awareness on sex trafficking and provides support and resources to those who have been trafficked.

I worked 3.5 years with Integrated Family Services as a School Based Therapist and as a Mobile Crisis worker which allowed me to provide mental health care to clients when they were in crisis. Before my time at IFS, I worked with Footprints in Recovery in Kill Devil Hills providing substance abuse and mental health counseling for approximately 6 months. There I worked with clients and their families to assist them in their recovery.

I graduated with my bachelor's in science Degree in Psychology in 2001 from Old Dominion University and received my Master of Arts in Professional Counseling. In 2013, I received my M.A. in Professional Counseling from Liberty University and my Certification in Trauma Studies from Liberty University. I have experience working with persons with PTSD & other trauma diagnoses, anxiety, depression, ADHD, Oppositional Defiance Disorder, life transitions, substance abuse, bipolar disorder, borderline personality disorder, grief, and family and couple counseling.

Prior to my graduate degree, I obtained 8 years of counseling experience working as a Children's Program Coordinator Assistant, counselor at a domestic violence shelter, Applied Behavioral Analysis Therapist, and the Director of Children & Family Ministries. While working on my undergraduate degree, I volunteered at the Central State Hospital in Milledgeville, GA. There I was assigned to counsel adults with mental illnesses and assist them in daily activities. When working toward my graduate degree, I interned at Port Human Services in Nags Head, NC. During my service there I co-lead substance abuse intensive therapy groups (SAIOP) and conducted individual and couples counseling. My experience is focused primarily on working with families, adults, exceptional persons, and children. I have worked with a large spectrum of clients; all differing in their social economic background, ethnicity, special needs, and age.

**Counseling Approach-** In my counseling sessions I primarily use a cognitive behavior approach that is integrated with existential therapy. These approaches will assist you in taking action in your own therapy. Therapy is a collaboration between the therapist and the client; therefore, you will have responsibilities both in the sessions and in your personal life. There will be times when you will be given "homework" to work on and share at the next session. Although my approach is didactic in nature, my approach is person centered in the respect that I believe that the client is the expert on themselves and I encourage clients to be proactive in the direction of their therapy to assure it meets their needs.

**Confidentiality-** All information shared is kept confidential and will only be released under specific circumstances that are established in the American Counseling Association Code of Ethics (2014). These exceptions are as follows: 1) information concerning that the client could harm him/herself or another ; 2) if a client is 18 years or younger and the therapist has reason to believe that the client is the victim of rape, incest, child abuse, or any other crime; 3) information of child, elderly, and dependent adult abuse; 4) when the therapist feels it is the best interest of the client's wellbeing to be hospitalized; 5) when information shared is made an issue in a court action; 6) under client's request to self or third party; 7) danger of contagion of life-threatening diseases; 8) a state court order for disclosure; 9) and involvement of a DSS worker or guardian ad litem.

If the client is a minor than I will work in a collaborative relationship with the parents/ guardians to establish an agreement on what should be shared with the parents/ guardians about the client's progress. Your trust is of the utmost importance to me and to the progress of your therapy.

Confidentiality and meeting HIPPA standards are of the utmost importance. That is why we use the following services:

*Email-* Culpepper Counseling uses Hushmail as its email server. Hushmail is HIPPA compliant and fully encrypted both ways; this allows you to send and receive information. It will ask you to set up a password so you can access email. Our Office Manager uses a non-encrypted email for scheduling purposes and basic information about the business only.

*EHR-* EHR is the tool I use to manage all the notes and other files on an electronic database. I use THERANEST which is HIPPA compliant and has a secure portal for you the client to use as well. On the portal you can schedule and reschedule appointments and sent secure messages to me. It is easy to access from my website <https://culpeppercounseling1.wixsite.com/welcome>.

**Sessions and Fees-** Sessions will last approximately 55 minutes. Sessions are \$125, Assessments are \$150. There is a sliding scale for those who meet income qualifications. I do accept NC Medicaid, Cigna, NC Blue Cross Blue Shield, and NC Medcost. I accept local checks, Visa, Mastercard, Discover, American Express, and cash. There will be a **\$35 service fee** for returned checks. Payment is due when service is rendered.

If you do not inform the counselor via email, phone, or TheraNest portal of cancellation **36hrs** prior to session you will be **charged \$85.00 per missed appointment**.

**ONLINE:** Sessions can be available online using Spruce a telehealth and messaging site that is HIPPA compliant and created for therapeutic purposes. This option can be used if agreed by all parties involved and assists in the therapeutic process.

#### **SOCIAL MEDIA:**

When it comes to social media my main concern is protecting your confidentiality and the boundaries in the therapeutic relationship. Here are some guidelines I ask all clients and guardians (if applicable) to follow:

*Friending:* I do not accept friend request from current or former clients on any social media sites such as Facebook, Instagram, or Snap Chat. Friending clients as friends compromises confidentiality and treatment boundaries.

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*Following:* I do not follow former or current clients on any social media sites such as Twitter or Pinterest. I am concerned with your privacy, therefore following would compromise your confidentiality.

*Use of Search Engines:* I will not use search engines or Facebook for to search for clients unless permission is given and it assists in the therapeutic process. The client must recognize if they show the therapist their texts, social media platforms, ect. In session it is by their choice to share this information.

*Culpepper Counseling Social Media:* Culpepper Counseling has a social media presence that is intended to provide psychoeducation to the community and update people about the services provided by Culpepper Counseling. I will not respond to comments in order to continue to protect your confidentiality. You are responsible for what you post and what in my imply to the social public. If I receive a private message (PM) off the social site I will respond to the PM with a redirection to my email or website.

*Consumer Review Sites:* My practice information may show up on various websites. It is not a recommended way to critique my services, as it opens you up to violations of confidentiality. If you are not satisfied with my services I encourage you to talk with me, but if you are unable to do that for any reason contact the North Carolina Board of Licensed Professional Counselors (address and number below).

If you have any questions about the Social Media Policy, please don't hesitate to ask. Thank you for reviewing and adhering to the social media policy.

**RECORDING RESTRICTIONS:**

Culpepper Counseling does not allow the recording by video or audio of sessions or any other communication with therapist without permission. As stated above, therapist will have client or guardian of client permission prior to any type of recording by therapist in session. Any violation by client or family member of client will result in termination of services.

**EMERGENCIES-** If you happen to encounter an emergency, you may leave a message with my voicemail. I respond to calls within **36** hours. **However, if you need immediate assistance,** please contact 911 or the local Mobile Crisis unit 1.866.437.1821. Mobile Crisis is a free service offered in Dare, Currituck, Hyde, and Tyrell counties.

**Complaint Procedures-**If for any reason you are dissatisfied with any aspect of the counseling process, please inform me so we can determine if our work together can be more efficient and effective or whether referral would be appropriate. If you think I have treated you unfairly or unethically, and we cannot resolve the problem, contact: *North Carolina Board of Licensed Clinical Mental Health Counselors PO Box 77819 Greensboro, NC 27417 Or call 844-622-3572 or 336- 217-6007.* Your signature on this form indicates that you have read the above information and understand what is required of you as a client, the responsibility of the therapist, the limitations of confidentiality, and what to do in an emergency. You signature also confirms you have received a copy of the Professional Disclosure Statement and your HIPAA rights.

I look forward to working with you.

Janice Fletcher Culpepper, LCMHC, NCC, CCTP-II, CTRP-C (757) 373-4155

\_\_\_\_\_ Client \_\_\_\_\_ Date  
\_\_\_\_\_ Guardian (if client is a minor) \_\_\_\_\_ Date  
\_\_\_\_\_ Therapist \_\_\_\_\_ Date