

Outline

Private Practice Best Practices - Avoiding Legal & Ethical Issues

- What Is and Isn't a Private Practice
- What are the Goals for Your Business?
- Choose an Ethical Model to Refer to and Apply
- Services You Do and Don't Provide
- Screening for Potential Clients
- Policies – The Good, The Bad & the Ugly
- Create an Effective Policy Plan for Your Practice
- Intake and Informed Consent Process & Policies
- Understanding Risk – What You Don't Know Can Hurt You
- How to Avoid Being Sued – An Ounce of Prevention

Financial and Business Issues in Private Practice – Ethical Dilemmas

- Referrals, Gifts & Bartering – Ethical Issues
Example Case – “Gifts, Referrals & More: Stephen's New Practice”
- Marketing Your Practice and Yourself to the Public – What's Ethical?
Client Testimonials
Example Case – “Dr. Jones' Website”
- Fee Policy – Applying Best Practices to Avoid Trouble
Usual & Customary Fee
Sliding Scales
Pro Bono Publico
- Insurance Provider Networks
- Unhappy Customers – How to Avoid Legal Issues
Example Case – “The Unhappy Client: Linda's Refund Demand”
- Multiple Services – Blurred Lines & Ethics
Example Case – “Maggie's New Revenue Stream”

- LLC vs. Partnership vs. Sole Proprietorship – What's Best for You?
- Multiple Private Practice Roles - What Hat Do You Wear?
- Relationships with Colleagues/Competitors

Boundary Issues in Private Practice – Top Challenges

- Why Boundary Issues are more Important in Private Practice
- Isolation – The Slippery Slope of Multiple Relationships
- Power Differentials – Clients, Employees, Supervisees
- Top Boundary Challenges in Private Practice
Example Case – “The Coffee Shop”
Example Case – “The Long-term Client”

Technology in Private Practice - Legal & Ethical Issues

- Social Media Policies to Implement
Example Case – “Ashley's Tweets”
- Distance Therapy – 6 Keys to Practice
- Online Listing Services
Example Case – “The Voicemail”
- Practice Management Software and Electronic Medical Records

Record-Keeping in a Private Practice

- Establishing Written Record-keeping Policies
- HIPAA – What you Need to Know
- FERPA – What you Need to Know
- Privacy Policies

Working with Minors in Private Practice

- Informed Consent Policies & Procedures for Minors
- Establishing Who has Authority for Consent
- Know Your Rights – Responding to Records Requests for Minors
Example Case – “Celeste and Her Father”

Objectives

1. Discuss and practice techniques for improving critical thinking skills when encountering ethical challenges in private practice.
2. Learn how to navigate professional codes of ethics, licensing rules and laws pertaining to private practice related issues.
3. Examine the ethical issues that arise regarding technology in private practice and how to competently handle them.
4. Establish clear ethical guidelines regarding boundary-setting and special considerations in private practice.
5. Explore potential legal and ethical issues that arise when working with minors in a private practice mental health setting.
6. Articulate the laws related to record-keeping, HIPAA and FERPA to minimize the potential for legal troubles in the mental health profession.

Hassle-Free Cancellation Policy:

If you contact us before the event date, you can exchange for a DVD or CD/digital manual package on the subject (self-study continuing education credit may be available), a certificate to attend another seminar, or receive a tuition refund less a \$30 cancel fee. Substitutions are permitted at any time.



Seminar on DVD or CD Package:

You can purchase a self-study package on the subject. You will receive a set of DVDs or CDs that include a digital copy of the seminar manual and post-test/evaluation. You and your colleagues can receive CE hours for a nominal fee. To determine if homestudy credits are available for your profession go to www.pesi.com or call 800-844-8260. Check with your licensing board to verify acceptance of self-study credits for license renewal. Order today by using the order form on this brochure or by calling 800-844-8260.

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Ethical and Legal Issues in Private Practice

Navigating the Top Challenges

**6.25
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Ethical and Legal Issues in Private Practice

Navigating the Top Challenges

**Understand the Unique Risks of Private Practice &
How to Avoid the Legal and Ethical Dangers**

- Isolation: The Slippery Slope of Multiple Relationships
- Dependence on Clients for Income
- Dependence on Referral Sources
- Insufficient Policies in Place
- Blind Spots: Money, Control, Relationships and Power

**6.25
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of Ethics!**

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Ethical and Legal Issues in Private Practice

Navigating the Top Challenges

There is no way around it...getting into private practice puts you at greater risk for ethical violations and legal exposure. Working for a larger company provides you with a legal safety net that you take for granted and now that you're in private practice, that full responsibility falls upon you.

Many ethical situations are unique to private practice. How you handle them and, more importantly, the steps you take to avoid them are critical.

Attend this seminar and you'll learn:

- How to implement policies & processes to avoid thorny ethical and legal situations.
- The legal and ethical dilemmas that arise from the business aspects for running a private practice.
- How to handle the isolation and boundary-setting ethical issues that are common with private practice.

Sign up today and end the stress and worry about the risks you face in private practice! Your professional liability is at stake!

Speaker

Terry Casey, Ph.D., HSP, is a licensed psychologist, health service provider with over 30 years of professional experience, including a 16-year tenure as the director of counseling & psychological services for a non-profit agency with over 30 counselors at over a dozen locations. He is in private practice in Franklin, Tennessee, teaches ethics at professional issues in counseling at Lipscomb University's graduate program in clinical mental health counseling, and guest lectures at Trevecca University's Ph.D. program in clinical counseling. Dr. Casey also served for several years as the chair of the ethics committee for the Tennessee Licensed Professional Counselor's Association and in an advisory capacity for graduate counseling programs at two universities. He has presented frequently on ethics to organizations such as the American Counseling Association, the Tennessee Licensed Professional Counselors Association, the Nashville Area Association of Christian Counselors, and others. For more information, visit his practice website at rencounselingtn.com.

Speaker Disclosures:
Financial: Dr. Terry Casey maintains a private practice. He is an adjunct faculty member at Lipscomb University. Dr. Casey receives a speaking honorarium from PESI, Inc.
Non-financial: Dr. Terry Casey is a member of the American Psychological Association and the American Counseling Association.

Live Webcast Details and Live Webcast Continuing Education Credit Information

Join us on December 20, 2019, for this live, interactive webcast! Invite your entire office and, like a live seminar, "attend" the webcast at its scheduled time. It's easy and convenient! Webcasts provide everything you need for a premier educational experience including real-time video and audio of the speaker. See and hear the speaker, ask questions via email and have them answered during the webcast, and watch the slides all on your computer screen. Seminar materials are available for download. One CE Certificate is included. Certificates of Completion can be printed after completing and passing the on-line post-test evaluation. Additional certificates are available for \$49.99 USD per participant. Please see "live seminar schedule" for full attendance start and end times. NOTE: Boards do not allow credit for breaks or lunch. For CE information for the live webcast, please visit: www.pesi.com/webcast/75667


Target Audience: Counselors • Social Workers • Psychologists • Case Managers • Addiction Counselors Therapists • Marriage & Family Therapists • Other Mental Health Professionals • Nurses

Have a seminar idea? A manuscript to publish?
The nation's top speakers and authors contact PESI first. If you are interested in becoming a speaker, or have a new topic idea, please contact Josh Lindblad at jlindblad@pesi.com or call (715) 855-5234.

***SAVE BY INCLUDING THESE PRODUCTS WITH SEMINAR REGISTRATION!**


Legal and Ethical Issues for Mental Health Clinicians
Best Practices for Avoiding Litigation, Complaints and Malpractice
By Susan J. Lewis, Ph.D., J.D.

This go-to resource goes beyond the what and why, focusing on how to protect you and your clients in an increasingly litigious society. Presented in easy-to-understand language to step you through the legalese, highlighted by 30 engaging case examples to illustrate how you can overcome legal and ethical challenges that arise in your practice. Topics include risk management, contracts, HIPAA, privileged communication, licensing complaints, supervision pitfalls, rights of minors and technology.



RETHiNK Card Deck Mindful Conversation Starters
56 Questions to Encourage Compassion, Shift Perspective & Build Connection
By Theo Koffler, Mindfulness Without Borders


Whether you're at home, in the classroom, or running a clinical practice, these conversation cards are meant to get people thinking and talking about who they are, what they like, and how they interact with the world around them. Each question targets different skills and areas of life, but all the questions have one primary purpose: to get you discussing the important fundamentals of an emotionally balanced, mindful and compassionate way of living.



Live Seminar & Webcast Schedule
(Times Listed in Eastern)

7:30 Registration/Morning Coffee & Tea
8:00 Program begins
11:50-1:00 Lunch (*on your own*)
4:00 Program ends

There will be two 15 min breaks (mid-morning & mid-afternoon)
Actual lunch and break start times are at the discretion of the speaker.
A more detailed schedule is available upon request.



PESI Inc. is proud to offer this seminar (at these locations only) *free* of charge (on live seminar tuition) for veterans and active duty military personnel. **Limited seats available; advance online registration required.**

Live Seminar Continuing Education Credit Information

Credits listed below are for full attendance at the live event only. After attendance has been verified, pre-registered attendees will receive an email from PESI Customer Service with the subject line, "Evaluation and Certificate" within one week. This email will contain a link to complete the seminar evaluation and allow attendees to print, email or download a certificate of completion if in full attendance. For those in partial attendance (arrived late or left early), a letter of attendance is available through that link and an adjusted certificate of completion reflecting partial credit will be issued within 30 days (if your board allows). Please see "LIVE SEMINAR SCHEDULE" on this brochure for full attendance start and end times. NOTE: Boards do not allow credit for breaks or lunch.

If your profession is not listed, please contact your licensing board to determine your continuing education requirements and check for reciprocal approval. For other credit inquiries not specified below, or questions on home study credit availability, please contact cepesi@pesi.com or 800-844-8260 before the event.

Materials that are included in this course may include interventions and modalities that are beyond the authorized practice of mental health professionals. As a licensed professional, you are responsible for reviewing the scope of practice, including activities that are defined in law as beyond the boundaries of practice in accordance with and in compliance with your profession's standards.

PESI, Inc. offers continuing education programs and products under the brand names PESI, PESI Healthcare, PESI Rehab and Psychotherapy Networker.

Ethics: This seminar includes 6.25 hours of general ethics instruction. If ethics is not specified within your licensing board's approval statement below, please contact your board to determine the applicability and amount of ethics allowed.

Addiction Counselors: This course has been approved by PESI, Inc., as a NAADAC Approved Education Provider, for 6.0 CE in the Legal, Ethical, and Professional Development skill group. NAADAC Provider #77553. PESI, Inc. is responsible for all aspects of their programming. Full attendance is required; no partial credit will be awarded for partial attendance.

New York Addiction Professionals: This course has been submitted to OASAS for review.

Ohio Chemical Dependency Professionals: This course has been submitted to the Ohio Chemical Dependency Professionals Board for review. Please contact PESI, Inc. for the most current information.

Pennsylvania Addiction Counselors: For the most up-to-date credit information, please go to: www.pesi.com/events/detail/75457. **No PA ADD available for programs held outside of PA**

Counselors: This intermediate activity consists of 6.25 clock hours of continuing education instruction. Credit requirements and approvals vary per state board regulations. Please save the course outline, the certificate of completion you receive from the activity and contact your state board or organization to determine specific filing requirements.

New York Counselors: PESI, Inc. is recognized by the New York State Education Department's (NYSED) State Board of Mental Health Practitioners as an approved provider of continuing education for Licensed Mental Health Counselors. #MHC-0033. This activity will qualify for 7.5 contact hours. Full attendance is required; no partial credits will be offered for partial attendance.

Ohio Counselors: PESI, Inc. is an approved provider with the State of Ohio Counselor, Social Worker and Marriage & Family Therapist Board. Provider approval #RCST071001. Full attendance at this course meets the qualifications for 6.25 clock hours of continuing education credit.

Pennsylvania Counselors: The Pennsylvania State Board of Social Workers, Marriage and Family Therapists and Professional Counselors accepts many national association CE approvals, several of which PESI offers. For a full list, please see your State Board regulations at <https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/>. This Intermediate activity consists of 6.25 clock hours of continuing education instruction.

Marriage & Family Therapists: This activity consists of 380 minutes of continuing education instruction. Credit requirements and approvals vary per state board regulations. You should save this course outline, the certificate of completion you receive from the activity and contact your state board or organization to determine specific filing requirements.

New York Marriage & Family Therapists: PESI, Inc. is recognized by the New York State Education Department's (NYSED) State Board for Mental Health Practitioners as an approved provider of continuing education for Licensed Marriage and Family Therapists. #MFT-0024. This activity will qualify for 7.5 contact hours. Full attendance is required; no partial credits will be offered for partial attendance.

Ohio Marriage & Family Therapists: PESI, Inc. is an approved provider with the State of Ohio Counselor, Social Worker and Marriage & Family Therapist Board. Provider approval #RCST071001. Full attendance at this course meets the qualifications for 6.25 clock hours of continuing education credit.

Pennsylvania Marriage & Family Therapists: The Pennsylvania State Board of Social Workers, Marriage and Family Therapists and Professional Counselors accepts many national association CE approvals, several of which PESI offers. For a full list, please see your State Board regulations at <https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/>. This Intermediate activity consists of 6.25 clock hours of continuing education instruction.

Nurses, Nurse Practitioners, and Clinical Nurse Specialists: PESI, Inc. is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.

Nurses in full attendance will earn 6.3 contact hours. Partial contact hours will be awarded for partial attendance.

New York Psychologists: This live activity consists of 380 minutes of continuing education instruction and is related to the practice of psychology.

Ohio Psychologists: PESI, Inc. is approved by the Ohio Psychological Association, Provider #263896894, to sponsor continuing education for psychologists. PESI, Inc. maintains responsibility for this program and its content. PESI is offering this activity for 6.25 hours of continuing education credit. Full attendance is required; no partial credits will be offered for partial attendance.

Pennsylvania Psychologists: PESI, Inc. is approved by the Pennsylvania State Board of Psychology to offer continuing education for psychologists. PESI maintains responsibility for the program(s). This program qualifies for 6.25 continuing education hours.

Social Workers: PESI, Inc., #1062, is approved to offer social work continuing education by the Association of Social Work Boards (ASWB) Approved Continuing Education (ACE) program. Organizations, not individual courses, are approved as ACE providers. State and provincial regulatory boards have the final authority to determine whether an individual course may be accepted for continuing education credit. PESI, Inc. maintains responsibility for this course. ACE provider approval period: January 27, 2017 - January 27, 2020. Social Workers completing this course receive 6.25 Ethics continuing education credits. Course Level: Intermediate. Full attendance is required; no partial credits will be offered for partial attendance. A certificate of attendance will be awarded at the end of the program to social workers who complete the program evaluation.

New York Social Workers: PESI, Inc. is recognized by the New York State Education Department's (NYSED) State Board for Social Work as an approved provider of continuing education for licensed social workers #SW-0008. This activity will qualify for 7.5 contact hours. Full attendance is required; no partial credits will be offered for partial attendance.

Ohio Social Workers: PESI, Inc. is an approved provider with the State of Ohio Counselor, Social Worker and Marriage & Family Therapist Board. Provider approval #RCST071001. Full attendance at this course meets the qualifications for 6.25 clock hours of continuing education credit.

Pennsylvania Social Workers: The Pennsylvania State Board of Social Workers, Marriage and Family Therapists and Professional Counselors accepts many national association CE approvals, several of which PESI offers. For a full list, please see your State Board regulations at <https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/>. This Intermediate activity consists of 6.25 clock hours of continuing education instruction.

Other Professions: This activity qualifies for 380 minutes of instructional content as required by many national, state and local licensing boards and professional organizations. Save your course outline and certificate of completion, and contact your own board or organization for specific requirements.

QUESTIONS? Call 800-844-8260 or e-mail us at info@pesi.com.

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We would be happy to accommodate your ADA needs; please call at least two weeks prior to the seminar date.

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Walk-ins are welcome but admission cannot be guaranteed. Call M-F 7:00-6:00 Central Time for space availability if registering within one week of seminar.

TUITION OPTIONS

- **FREE MILITARY TUITION:** PESI Inc. is proud to offer this seminar (at these locations only) *free* of charge (on live seminar tuition) for veterans and active duty military personnel. **Limited seats available; advance online registration required.**
- **\$30 Tuition:** If you are interested in being our registration coordinator for the day, go to: www.pesi.com/coord for availability and job description, or call our Customer Service Dept. at 800-844-8260.
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