

ROSEBUD CENTRE OF THE ARTS

COUNSELLING PROGRAMME

What is it?

The Counselling Programme facilitates professional counselling for RCA students, staff and their families. RCA provides facilities and travel expenses for a counsellor coming from Calgary. RCA subsidizes counselling fees to a certain amount for clients not covered under a health care plan.

Subsidy Amount

1. Salaried staff, full-time or part-time, is eligible for \$50 per session up to 10 sessions through the Blue Cross Group Plan.
2. Students are eligible for a subsidy out of the Student Aid Fund of \$39 towards a counselling session costing \$65/hour.
The subsidy covers 60% of \$65 = \$39. The student pays 40% of \$65 = \$26.
3. No subsidy for contract staff, although contract employees may book a counselling appointment through Rosebud.

In the event that the client wants to continue receiving counselling after the maximum subsidy has been received, he or she may continue to request counselling appointments without subsidy.

The subsidy is non-transferable.

Counselling Service Provider

Currently, we are working with Murray Molohon from Alberta Counselling Services. Murray makes regular visits to Rosebud every second Thursday or as determined by demand. His hourly rate is \$65/hour.

Subsidy is also available for appointments with Murray in Calgary or appointments with another counsellor of the client's choice. Subsidy amounts stay the same; travel costs incurred by the client are not covered.

Appointment Scheduling and Priority

The Student Life Advisor sets up the counselling appointments.

When space is limited, first priority is given to staff and students who have been recommended for counselling by their Department Head or Advisor.

Cancellation Policy

Cancellation is possible by giving the Student Life Advisor at least forty-eight (48) hours notice. If a client cancels without adequate notice or simply does not show up, s/he will be charged with

the full amount of the counselling session (\$65/hour) without subsidy. The Student Life Advisor is responsible for collecting the outstanding fee and will not re-book the client until the fee is paid.

Subsidy for Salaried Staff

- Salaried staff members receive counselling subsidy under the Blue Cross Extended Health Care Group Policy.

How it works

1. Client requests a counselling appointment through the Student Life Advisor.
 2. Client pays the full fee up front, receives a receipt of payment, and submits a claim form to Blue Cross.
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Subsidy for Students

- RCA subsidizes \$39 (60%) of the cost of a counselling session to a maximum of twenty-eight (28) sessions (or \$1000) per year *for the entire student body*.
- Students are eligible for this subsidy if they are not covered for counselling under their parents' health care plan.

How it works

1. Client fills out the Counselling Programme Subsidy Application, available in the forms box at the office.
 2. Client submits the application to the Student Life Advisor. The Student Life Advisor may ask for a written recommendation from a doctor or pastor before approving the application. The Student Life Advisor may also request proof that the student is not eligible for counselling subsidy through their parents' health care plan.
 3. When the Student Life Advisor concurs with the application for counselling, s/he signs the form and forwards it to the finance office.
 4. The finance office cuts a cheque for the counsellor for the full amount. (60% of the fee comes out of Student Aid; 40% is invoiced to the client). This cheque is given to the Student Life Advisor for disbursement to the Counsellor.
 5. The finance office invoices the client \$26 (40%). The client may pay this invoice to the Student Life Advisor, rather than the reception desk, to maintain confidentiality. The Student Life Advisor will ensure that the invoice is paid and delivered to the finance office.
 6. The Student Life Advisor schedules a counselling appointment for the client. The assumption is that client will attend at the appointed time. If the client skips, s/he will be charged the full amount of the appointment (see Cancellation Policy).
 7. On the day of counselling session, the Student Life Advisor delivers cheque to the Counsellor. The client simply attends the sessions at his/her appointed time.
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