



**St. Andrew the Apostle  
Roman Catholic School**  
3131 Eton Street New Orleans, LA  
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## **Declaration of Practices and Procedures**

Rhea Caluda, M.Ed., PLPC, NCC  
St. Andrew the Apostle School  
3131 Eton Street  
New Orleans, LA 70131  
(504) 394-4171

**QUALIFICATIONS:** I earned a Bachelor's of Psychology from Louisiana State University in 2016 and a Masters of Education degree in Mental Health Counseling with a specialization in School Counseling from Louisiana State University in 2019. I am a Provisional Licensed Professional Counselor (PLPC) #PLC8278 and hold a provisional license with the Louisiana LPC Board of Examiners located at 11410 Lake Sherwood Ave. North Suite A, Baton Rouge, LA 70816, (225)295-8444. The Louisiana LPC Board of Examiners has approved Christina Heath, M.Ed., LPC-S (504-201-1462) as my LPC Board-Approved Supervisor. Mrs. Christina Heath is licensed with the Louisiana LPC Board as a Licensed Professional Counselor (LPC) and is approved to supervise PLPCs obtaining supervised experience hours needed to be fully licensed as a LPC in the State of Louisiana. The Louisiana LPC Board of Examiners has approved Erin Dugan, Ph.D., LPC-S, RPT-S as my Board-Approved Registered Play Therapist supervisor.

**COUNSELING RELATIONSHIP:** I see counseling as a process in the child and I, the counselor, have come to understand and trust one another, work together to explore and define present problem situations, develop goals for social, emotional and academic success, and work in a systematic fashion toward realizing those goals.

**AREA OF FOCUS:** I focus on working with children and families on a variety of concerns, including conduct and other behavioral disorders, anger management, improving socialization, anxiety, self-esteem, developing coping skills, social and emotional education and academic success. In addition to being a Provisional Licensed Professional Counselor in the state of Louisiana, I hold a national certification as a National Certified Counselor.

**Fees and Office Procedures:** As a school counselor, I do not accept payment for services. I am available during the school day for students, teachers, and parents which is Monday-Friday, 7:30 am to 3:45 pm.

**Services Offered and Clients Served:** I approach counseling from a child-centered theoretical standpoint. I work with clients in a variety of formats and with a variety of techniques including play therapy. I work with individuals, families, teachers, provide classroom guidance lessons and group counseling sessions. I see clients (students) of all ages and backgrounds.

*"Da Mihi Animas Caetera Tolle"*  
~St. John Bosco~

**Code of Conduct:** As a PLPC, I am required by law to adhere to the Code of Conduct for practice as a PLPC that has been adopted by my licensing board, the Louisiana LPC Board of Examiners. A copy of the Code of Conduct is available to you upon request. Should you wish to file a disciplinary complaint regarding my practice as a PLPC, you may contact the Louisiana LPC Board of Examiners.

**Confidentiality:** Material revealed in counseling will remain strictly confidential except for material shared with my Board-Approved Supervisor and under the following circumstances, in accordance with State law:

1. In the case that your child's school counselor feels that your child is in danger of harming him/herself or others the counselor is required to take action. Every effort will be made to work with you and inform you first in such a case.
2. There is reasonable suspicion of abuse/neglect against a minor child, elderly person (60 or older), or dependent adult
3. A court order is received directing the disclosure of information.

In regards to counseling with minor children: Although the information shared during a counseling meeting is confidential, parents / guardians have a right to be informed of their child's general progress.

**Emergency Situations:** When the school receptionist is unavailable to answer calls after normal office hours, you may leave a message on the answering machine and I will return your call as soon as possible. In an emergency situation when an immediate response is necessary, you may seek help through hospital emergency facilities or by calling 911.

**Client Responsibilities:** You, the parent of the client, are a full partner in counseling. Your honesty and effort are essential to success. As we work together, if you have suggestions or concerns about your child's counseling experience, I would like you to share these with me so that we can make the necessary adjustments. If I determine that your child would be better served by another mental health provider, I will help you with the referral process.

**Physical Health:** Physical health can be an important factor in the emotional well-being of an individual. If your child has not had a physical examination in the last year, it is recommended that you do so.

**Potential Counseling Risk:** The parent should be aware that counseling poses potential risks. In the course of working together, additional problems may surface of which you were not initially aware. If this occurs, you should feel free to share these concerns with me.

**Telehealth Therapy:** Upon request, the client can engage in telehealth therapy when it is not feasible for the client and/or counselor to meet in my office. If the client elects to engage in telehealth counseling, it is important to understand that by using videoconferencing technology the therapy session will not be the same as a direct client/counselor visit due to the fact that we will not be in the same room. It is important for the client to understand that telehealth therapy has potential benefits including easier access to care and the convenience of meeting from a location of the client's choosing. It is also important that the client understand that there are potential risks to this technology, including interruptions, unauthorized access, and technical difficulties. Lastly, either the client or I can discontinue the telehealth therapy session if it is felt that the videoconferencing connections are not adequate for the situation.