

Parenting Coordinator Informed Consent

Parent Coordinator Assignment:

Your case has been assigned to Benjamin J. Albritton, Psy.D

Parent Coordinator qualifications:

A Parent Coordinator is a licensed therapist who has received specialized training in the dynamics of domestic violence.

Responsibilities of Parent Coordinator:

Parent Coordination is a short-term solution based coaching that finds solutions to the practical problems of co-parenting.

1. The Parent Coordinator has full discretion regarding program implementation under the laws of the state of Texas and as ordered by the court.
2. The Parent Coordinator works as a neutral and objective party to assist both parents in resolving conflict in the best interest of their child(ren).
3. The Parent Coordinator coaches and educates as needed.
4. The Parent Coordinator may be called upon as necessary to assist the family with any new conflicts until the child(ren) is (are) 18 years old.

Parent Coordination Meetings:

1. The Parent Coordination process begins with a minimum of one individual meeting for each adult and one for the child(ren).
2. After the individual meetings are completed, the parents will begin to meet jointly. These joint meetings are usually held until the parents and the Parent Coordinator agree that the process is complete.
3. In order to be in compliance with the court, a minimum of two appointments must be attended in a month.
4. While the child(ren) is (are) under age 18 years, parents may return for appointments as they encounter further conflict as the child grows up.
5. The Parent Coordinator will schedule joint and individual meetings based on the unique needs of the families.
6. Extended family may be asked by the Parent Coordinator to attend any joint meetings if their attendance in the opinion of the Coordinator will help to resolve conflict with the case.

Communication:

Communication is first and foremost face-to-face. Telephone consultations and individual meetings will be made at the discretion of the Parent Coordinator. Email is only used for short responses, scheduling purposes, or as otherwise indicated in the agreement documents.

Confidentiality:

Parent Coordination is NOT therapy and it is NOT a confidential process.

The taping of meetings is not allowed unless specifically agreed to by all parties.

Initials _____

Litigation:

Participation as a witness in court action and/or subpoena of the Parent Coordinator's records is not allowed by the Texas Parent Coordinator Law. There is a required retainer fee of \$300 per hour, \$1,300 per half day, and \$2,500 per full day.

Reports:

In Parenting Coordination, the only report that may be made is whether the process continue or not. Copies of all reports will be sent to each of the parents' attorneys. Parents are required to pay for all fees for written memos including the fees for the final report prior to the conclusion of the program.

Complaints:

If a parent has a complaint about their Parent Coordinator, he or she is dissatisfied with the performance of the Parent Coordinator, he or she is encouraged to work to resolve their differences with that Coordinator. The following steps are to be taken in dealing with complaints:

Step 1: The parent will request an individual session with the Coordinator in an attempt to work through the difficulties.

Step 2: The parent will put their complaint into a written summary of one page or less and submit it to Benjamin J. Albritton.

Step 3: Dr. Albritton will hold a consultation meeting with the complainant and the Coordinator to resolve the issues. This meeting will be held at the complainant's cost.

Step 4: The parent may request that the court appoint another Coordinator.

Conclusion:

The Parent Coordination process maybe concluded in the following three ways:

1. The process is successful and the participants agree that further meetings are not needed.
2. In the opinion of the Parent Coordinator, the process is not working due to noncompliance by one or both of the parents. The Parent Coordinator will memo the court that the process is not continuing.
3. The Parent Coordinator withdraws because of concerns for the safety of any participant.

Program Costs:

A retainer of \$2000 is expected from each parent to initiate the process of Parenting Coordination. A minimum of \$1000 of the retainer is required to be kept on balance at all times. At the conclusion of the joint sessions and after all paper work has been submitted, the remainder of the retainer will be reimbursed to the parties.

Subsequent payments are made with either cash or check and are due at the beginning of each session. Checks are made out to Benjamin Albritton. If payment is not made, the session will be rescheduled. Payment for the canceled visit will be paid by the parent or parents in non-compliance and will be for the entire session fee. Parents will be provided with an itemized copy of their bill each session. If a \$1000 balance is not maintained, the party will be suspended from joint sessions until the balance is paid.

Except in the case of emergency, appointments must be cancelled a minimum of 48 hours in advance of the scheduled meeting. It is the canceling party's responsibility to reschedule

