

GOOD SAMARITAN COLLEGE of NURSING and HEALTH SCIENCE
CINCINNATI, OHIO

POLICY TITLE: COUNSELING

Good Samaritan College of Nursing and Health Science has a full-time counselor on staff to provide personal counseling to its students. The counselor's purpose is to provide overall support, advocacy and resources for students seeking personal growth. The primary goal is to facilitate successful personal problem-solving and decision-making.

The decision to seek counseling is a choice and is kept confidential. Counseling is available to all students at no cost. Other than individual counseling, the program allows for group work and programs relating to special needs of students.

PROCEDURE:

1. Students are oriented to the Counselor's role and services when entering the college.
2. Faculty are to inform the student if they are making a referral.
3. Faculty may refer students by completing the referral form, e-mail or by phone. Faculty referral forms are available on the Infont J:\College Information & Forms\Student Services\SSP Counseling Referral Form.
4. Faculty will be informed that student is following up on referral.
5. Students initiate counseling sessions through written communication, telephone, pager or E-Mail.
6. Office hours are posted; however, office hours are flexible according to the situation. The Counselor's Office is located on Level 6MN, Room 687.28 .
7. If an appointment must be canceled, 24-hour advance notice is requested.
8. Students who have special counseling needs may be referred to outside resources.

Approved By:  Date: 11/14/2007

Revision Effective Date: 10/08/07

Review/Revision Dates: 5/05; 1/07; 10/07; 9/09

Responsible Committee: Student Services

**STUDENT SUCCESS PROGRAM [SSP]
GOOD SAMARITAN COLLEGE OF NURSING
COUNSELING REFERRAL FORM**

STUDENT'S NAME: _____ **DATE** _____

LEVEL: _____

REASON FOR REFERRAL:

WHAT ISSUE WOULD YOU LIKE TO SEE THIS STUDENT ADDRESS?

STRENGTHS:

HAS THIS STUDENT MET WITH THEIR ADVISOR REGARDING THIS ISSUE?

FURTHER COMMENTS:

FACULTY SIGNATURE: _____

INSTRUCTOR _____ **ADVISOR** _____ **DEPARTMENT CHAIR** _____