

Counselling Services

New Student Intake Form



VANCOUVER ISLAND
UNIVERSITY

Date:		Student Number:	
First Name:	Last Name:	Preferred Name:	
Phone: <input type="checkbox"/> ok to leave message		Email: <input type="checkbox"/> ok to email	
Address (while at VIU):			
Birth Date:	Age:	Gender:	Preferred pronoun (eg he, she, they)
Doctor/Nurse Practitioner:		Medications:	
Emergency Contact:	Name:	Relationship:	Phone:

Program:	Full-time	Part-time
Program Year:	Student Status:	Domestic International
Other identities you'd like us to know (eg ability, ethnicity, sexuality, etc):		
Registered with Accessibility Services? Yes No	School Finances: Own Loans Band Scholarship Other	
Who referred you to Counselling:	Self Instructor Fellow Student Friend/Family Early Alert Shq'aphut	VIU Health Clinic Community Agency Other _____
Are you currently accessing any other mental health professionals? Eg Counsellor, Psychiatrist		Yes No

I am coming to Counselling today because I am: (Check all that apply):	
Feeling empty, hopeless, or depressed Feeling anxious or worried Having relationship concerns Experiencing grief and loss Worried about my academics Experiencing health concerns Having difficulty with sleep Lacking self-confidence Struggling with body/eating issues Concerned about finances	Feeling angry Feeling out of control Concerned about my substance use Questioning sexual/gender identity Having concerns about sexual/physical/emotional abuse Dealing with a traumatic event Considering leaving VIU Feeling suicidal Other _____

Is counselling confidential?

Yes. We take your right to privacy and confidentiality seriously. All information gathered is for the purpose of providing counselling services. The VIU Health and Wellness Team shares a unit of confidentiality, including counselling team members on all VIU campuses. Thus, your counsellor may consult with colleagues within VIU's Health and Wellness Centre to ensure safety and quality of care. No information will be released to VIU administrators, instructors, outside agencies or anyone else unless authorized by you or required by law.

As with all Counselling Services, we may set aside confidentiality when there are reasonable grounds to believe:

- A person under the age of 19, or otherwise vulnerable needs protection,
- Individuals are likely to cause injury to themselves or others,
- We are ordered by a court to provide confidential information.

Please turn over →

Confidentiality of information communicated by electronic means cannot be guaranteed. If you choose to use email to communicate with the Counselling Centre, please be aware that information could be viewed by others.

If you have any questions or concerns about privacy, please refer to the orientation letter for further details and feel free to discuss with your counsellor.

If you cannot attend your appointment, please phone ahead to cancel whenever possible. If you do not arrive within 15 minutes of the scheduled appointment, the time may be given to another student.

Important information about distance counselling (by phone and/or Zoom): We are able to offer counselling sessions by phone and by Zoom as well as in person. If you choose to do distance counselling, now or in the future:

1. Please make sure you are in a private space and will not be interrupted during your appointment.
2. No part of any session may be recorded by you or your counsellor without written consent.
3. With any internet and phone transmission, there is a risk of hacking. This must be carefully considered prior to engaging in remote counselling, and throughout each session. If cell phones are being used, we suggest being cautious and turning off other applications (especially social networks) during the session.
4. Student emergency contacts and current location must be shared in case of technological failure or the need for urgent intervention.
5. Student concerns and presentations will need assessment to determine appropriateness for remote service. Some concerns may not be suitable for distance counselling and may lead to referral to alternate resources. Every effort will be made to meet your needs either with our local resources, or with professional referrals outside our scope of

Success in counselling depends on **safety, respect, and collaboration**. Counsellors reserve the right to decline services to students who are contributing to an unsafe or uncomfortable environment.

More information about our counselling services is available on our website at <https://cowichan.viu.ca/support-services/cowichan-counselling>



PLEASE COMPLETE THIS PORTION (check all that apply):

I consent to participate in remote and/or in-person service of counselling by:

(Check all that apply) Telephone Videoconferencing In-person

If accessing counselling by phone or videoconference, I agree to waive VIU and the counsellor of any liability for any unpredictable breach to my privacy as noted in the information above.

I have read and understood all of the above information.

Signature: _____