

Elemental Counseling Online Scheduling Procedures

1. Go directly to this link: <https://corie-washow.clientsecure.me/> or to my website, www.elemental-counseling.com
 - If on my website, click on orange 'Request Appointment' button at bottom right
2. Click "I am an existing client" for an email invitation to be sent to your email (make sure you use the same email address as you used to contact me initially)
3. Go to your email and click through on that invitation. This will take you to the page to request service, location, and date/time. DONE!
4. By the end of the day, you will receive an email confirmation for your appointment.
5. For reasons I still don't understand, sometimes you may end up at a screen titled 'Documents, Forms, and Files'. These are your documents, you're welcome to look at them. But to schedule an appointment, click on the tab at the top right that says 'Request Appointment'. And you'll be able to request type of service, location, and date/time. DONE!

If you have any trouble at all, please don't hesitate to email or text me directly to schedule an appointment. Technology is supposed to make it all easier...if it doesn't, the old fashioned way is fine!

Things to consider as you schedule

- If you prefer/need the same time and day for each session or if you have limited flexibility in your schedule, I strongly recommend booking several appointments at once. You can book out up to 3 months in advance.
- If you book a session and can't make it, please go to the online scheduling system to cancel your appointment and rebook it at a different time. Cancellations within 24 hours will be assessed the full session fee (except for weather, last minute illness/emergency).
- Frequency of sessions is up to you. Often, frequency will shift over time. You may start out with every week or every two weeks, and want less frequent support as you start feeling progress towards your goals. Or you may want more frequent support in moments of acute struggle or really wanting to dive deeply into something. I trust you to know what makes sense for you. If you're not sure, we can also talk about frequency during session.
- If I don't hear from you for a while and it seemed like the last time we met you would be scheduling something, I will reach out once to check in. It is perfectly normal to take a pause in therapy for many reasons. I reach out in case that pause has become more of a stuck place. See my '[Growth is not a Straight Line](#)' blog post for more info.