

KINGDOM MINISTRIES'

Understanding and Agreement for Ministry

(Revised 4/2009)

Thanks for allowing us to be a part of your life and your journey to freedom in Christ. We want you to know you are welcome here and that you have the freedom to talk about the things that are important to you. We hope you will experience the real love and presence of God as we meet together. Even more, we pray that you will experience His transforming power that results in freedom and restoration.

Because this is a Christ-centered ministry we believe that freedom and restoration come through Jesus Christ. Jesus said, *“you will know the truth and the truth will set you free.”* We believe that knowing the truth means not only accepting and living in God's Truth, but knowing the truth about ourselves as well. At times this can be a painful process as we face the truth about what we've experienced, the way things are and the way we feel. This journey to freedom is a *process* of transformation that comes as we acknowledge our experiences and feelings, choose to live in the Truth and renew our minds with it.

APPROACH TO MINISTRY

Our approach to ministry is primarily through what we refer to as “team approach to personal ministry” that involves two or more individuals who are willing to pray with you when you gather for prayer ministry. Initially, this may include two members of our ministry staff. *If regular or ongoing appointments are needed you will need to provide two or more non-family members who are willing to be trained to pray with you and serve as part of a Ministry Support Team (MST) for you.* Ideally these are persons from your church or others within your circle of fellowship who are willing to share life with you in this way.

If others from your church or fellowship are not available to serve in this way we will seek the assistance of our ministry volunteers or interns who have received training through Kingdom Ministries. Those who are willing to serve in this way may only be available temporarily and should not be expected to serve long-term. Volunteer prayer ministers or trainees may not be the same each time or assigned to the same individual.

Our approach to prayer ministry is one that relies on the counsel of God's Spirit and Christ's authority to expose and resolve *root* causes of negative behavior, thought patterns, and potential spiritual influences that affect emotional, psychological, and behavioral problems. Together we will ask the Lord Jesus to reveal His truth to you through the counsel of His Holy Spirit. We are not there to tell you what God says or to serve as an intermediary between Him and you. If we do have something to share it will be presented as an option to “test” and discern with you in prayer. It will then be up to you to decide or respond to what you believe God is revealing to you. We do not offer advice, counsel or tools for management; neither are we a substitute for professional counseling, mental and medical health care, or the role of others in the Body of Christ called to be a support for you.

Our *ministry staff* does not provide professional counseling services where an individual comes for long-term care or therapy. However, we do provide licensed and professional counseling through our **Counseling Center** that works in conjunction with our ministry staff in providing an integrated approach to healing and restoration.

OUR PURPOSE & ROLE

Our primary **purpose** as a ministry staff is *to equip you and a “team” of two or more persons you believe God has called together, for mutual support and ministry.* Our role is *to provide assistance, training, and consultation for your team, to enable you to recognize and resolve spiritual influences, and/or root problems that contribute to negative thought patterns, feelings, and behaviors;* to equip you and others to live in the reality of God's Truth, your identity in Christ as a child of God, and to experience the freedom that results in transformation so you can fulfill the purpose for which God created you in Christ Jesus.

Our **role** is to serve as a consultant to your MST in order to equip them to minister to and with you more effectively. In this way your team becomes a source of ongoing support on your journey to freedom. By contrast, our role is NOT to be your primary caregivers, ministry team, or prayer support. It is important that your primary contact is with those individuals who are part of your church and support team. We are not a behavioral health or primary care provider. Therefore *we are not equipped or responsible for “emergencies” and/or crisis intervention.* In the event of an **emergency**, please call 911, as well as those you've selected to be part of your Ministry Support Team who have committed themselves to assist you.

If you are under the care of a licensed therapist it is important to contact him or her as well. Because of our role *we are only able to accept calls and respond as we are available to members of your Ministry Support Team*. If you believe it is necessary to contact Kingdom Ministries, one of your MST members may contact our office for further assistance and counsel. *Due to the scope of this ministry we are not able to provide “on call” or “after hours” services.*

If your participation with Kingdom Ministries will extend over a significant period of time we will gradually reduce the frequency of our meetings, relying more on the resources God provides through those He has brought into your life and the resources of the larger Christian and professional community. Our aim is to see your support team continue to meet, to pray and minister with you. Together you will have the opportunity to rely on the counsel of the Holy Spirit and utilize the training and experience from your time here at Kingdom Ministries. We of course are available for periodic consultations as needed.

We may also recommend and require cooperation with other Christ-centered ministries and professionals depending on your needs and the resources we have available to us. Because we are committed to your wellbeing, you may also be referred to a professional counselor, a psychologist, physician, or specialized ministry for further evaluation and assistance.

YOUR APPOINTMENTS - WHAT TO EXPECT

In your **first scheduled appointment or “intake session”** you will meet with two of our ministry staff for the purpose of gathering some basic information, history, and to discuss some of the questions you may have. This first meeting is a 1-hour introductory appointment to hear your concerns and pray with you about how the Lord wants to begin to meet your needs and in regard to a plan and resources for your journey to freedom. Because this is a consultation and a service is provided there is a **\$60 fee for each appointment** to help provide support for our ministry staff.

Following your initial intake session we will discuss any recommendations we have for further ministry, counseling or other services that may be helpful to you. If more than one or two additional appointments are recommended we will require you to bring two or more (non-family) persons who are willing to be trained and be part of a Ministry Support Team (MST) for you. Preferably these are individuals who are part of your immediate circle of fellowship and are trusted members of the Body of Christ. If those in your circle of fellowship are unavailable then you will be provided with one or more persons from our list of volunteers who are available.

PERIODIC MINISTRY APPOINTMENTS

*Personal appointments for prayer ministry may be scheduled periodically and **do not initially require a Ministry Support Team** or the assistance of others from your church fellowship. You may simply want to begin by requesting an appointment for a single prayer session, as some matters can be resolved in 1 or 2 sessions. As time progresses there may be other issues that surface periodically. In this case, appointments can be requested as needed. However, if it becomes clear that ongoing ministry is needed we will recommend a more consistent schedule of regular appointments along with the support of a Ministry Support Team.*

REGULAR APPOINTMENTS FOR MINISTRY

Regular or monthly appointments are for those who need ongoing ministry and have an MST. Ongoing or regular appointments are considered and treated as consultations and training for your MST. Each consultation lasts between 1 – 1.5 hours and requires a **fee for service of \$60 for each session** to help provide support for our ministry staff.

If it becomes clear that you would benefit from ongoing ministry we would recommend that you schedule regular appointments for Ministry Support Team (MST) Consultations. These will include a minimum of at least one other person from your support team (MST) who will come with you to meet with one or more of our ministry staff for a team consultation and prayer ministry. Ministry team consultations are scheduled a maximum of once a month and are contingent upon your MST meeting together apart from Kingdom Ministries a minimum of two times per month for prayer and ministry.

However, *we suggest that you meet weekly or 3 times per month and on the 4th week with Kingdom Ministries’ staff for your monthly consultation.* We will provide **MST Report** forms for one of your team members to complete that will serve to summarize your weekly sessions and record your observations and questions for your next monthly consultation at Kingdom Ministries. Again, our role is to provide training and consultation to enable your MST to pray and minister more effectively with you and to

one another. Following your initial appointment we will discuss your desires and our recommendations for ongoing ministry, support, and/or additional resources.

FEES FOR SERVICE & FINANCIAL CONTRIBUTIONS

There is a **fee of \$60 for each session**. Our aim is to provide financial support for our ministry staff persons who are supported solely by the service they provide and through the contributions of others. Your consistent payments at the time of service and the financial support others provide are an important part of your role as members of the body of Christ in providing for those who serve among you (1 Cor. 9:11-14).

- Session fees should be paid at the time of your appointment and can be paid with cash, check, or credit card. ***Fees for service are not tax-deductible.***
- Additional gifts or amounts given over the \$60 fee are tax deductible and will go to benefit others in need of financial assistance.
- Designated gifts to our ministry staff may be also given or mailed to our office, or, you may wish to schedule regular contributions on our website at www.kingdomministriesintl.org. Thank you!

If you need financial assistance we recommended that fees for service be the shared responsibility of those on your team who are also receiving. We encourage you along with your team members to gather together to inquire of the Lord regarding how He would have each of you respond by sharing the cost of fees and/or giving financially to support His work through Kingdom Ministries. We further encourage you to seek assistance from the larger Body of Christ—those called to provide oversight for you and those to whom you are accountable in your local church fellowship. Finally, after pursuing assistance – from those on your ministry team and local church or small-group fellowship—you find that you’re still unable to pay the suggested \$60 fee for service, we will be glad to discuss and pray about this with you. In this and each area of life, our aim is to equip you to live life in response to the counsel and leading of the Holy Spirit in the context of Christ’s Body—the Church.

CONFIDENTIALITY

We are committed to providing you a safe environment where trust is fostered and confidentiality is insured. Therefore we will not discuss your case or share information with anyone regarding your involvement with Kingdom Ministries without your consent. Only with your written consent can your case be reviewed with those who are part of your support team and/or with Kingdom Ministries’ staff or others in the professional and/or ministry community who can serve as resource for us in assisting you. Enclosed you will find an authorization form that allows you to give your consent to have information and records shared with only those individuals you identify.

In compliance with California State Law we must inform you that we are obligated to share relevant confidential information where there is a reasonable suspicion that you may be a danger to yourself or to someone else. Confidence must also be broken where there is a reasonable suspicion of abuse being inflicted upon a minor (under 18), a dependent adult, or an older adult (65 or older).

In addition, if you are currently involved in legal action that you instigated, your legal right to prevent confidential information from being disclosed in court or other legal proceedings may not apply. This could occur, for example, if you or your attorney has raised your emotional condition as an issue in a particular case. Disclosure of information may also be required by a superior court subpoena.

ORGANIZATION INFORMATION AND LICENSING QUALIFICATIONS

Kingdom Ministries, Inc. is an official California state non-profit (501c3) religious corporation. As such we are subject to legal agencies, By Laws, and a governing Board of Directors. We are financially accountability to utilize funds received solely for the purpose of conducting ministry and are restricted from using those funds for personal gain. The Board of Directors of Kingdom Ministries, Inc. has set standards and practices for all employees, pastors, volunteers, and staff that require certain academic, licensing, and supervision qualifications. If you or members of your MST would like to see or obtain a copy detailing biographical information regarding academic degrees, pastoral ordination, licensing and/or certification and experience of your primary facilitator or other employees of Kingdom Ministries, you may request them at any time.

Please READ, COMPLETE and RETURN the following pages ⇒

Kingdom Ministries
Personal & Team Contact Information

The following information is requested for our files and will help us in being able to minister to you more effectively. Please read and complete each part of this questionnaire. This as well as all information will remain confidential under the terms of our agreement. Thank you.

Birth Name: _____

Married Name: _____

Preferred Name: _____

Birth Date: _____ Age: _____

Resident Address:

Street _____

Suite or Apt. # _____

City _____ State _____ Zip _____

Mailing Address (if different)

Street _____

City _____ State _____ Zip _____

Telephone Numbers

Home: () _____ Work: () _____

Cell: () _____ Pgr: () _____

Other: () _____ Fax: () _____

e-mail address: _____

Emergency Contact Person – Team Coordinator, Spouse, Friend, Parent or Guardian:

Name: _____ Phone: _____

Ministry Support Team (MST) Contact Information:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Church You Are Currently Attending: _____ How long? _____ Member? _____

Name of Pastoral or Staff Contact Person: _____

Kingdom Ministries, Inc.

UNDERSTANDING AND AGREEMENT FOR MINISTRY & TRAINING CONSULTATIONS

Please read the following carefully and mark each box to indicate your understanding and agreement. If you do not understand one or more of the statements listed below or have questions for clarification please leave the box or boxes unmarked and do not sign this agreement until you have your questions answered and have a clear understanding of this agreement. Thank you.

- I UNDERSTAND that KINGDOM MINISTRIES' PERSONNEL, its staff, employees, or volunteers ARE NOT AUTHORIZED, CERTIFIED, LICENSED OR IN ANY OTHER WAY VALIDATED BY THE STATE OF CALIFORNIA OR BY ANY LEGAL OR PROFESSIONAL BODY TO PROVIDE ME WITH PERSONAL COUNSELING.
- I understand that I have come to Kingdom Ministries' staff, employees, or volunteers of my own free will for spiritual support through prayer and assistance that is solely based upon their understanding and interpretation of the Holy Bible; and that they make no promise or representation that the prayer and assistance provided incorporates or is guided by other literature or studies (published or unpublished).
- I understand that my signature below and initials here _____ indicate my willingness to accept the limitations of professional training, experience and knowledge inherent in the assistance offered by Kingdom Ministries, its staff, employees, or volunteers and understand that I am responsible for weighing any recommendations given to me and/or seeking out professional counseling on my own. I recognize the limitations of Kingdom Ministries' role in providing spiritual assistance through prayer and biblical resources to help me explore *spiritual* matters of concern to me. I further recognize that Kingdom Ministries' pastors, staff, employees, or volunteers make no claim or promise that guarantees or assures that the assistance or training provided, if followed, will result in any cure or change in my situation.
- I understand that **Kingdom Ministries' staff, employees, or volunteers, in compliance with California State Law, must disclose confidential information where there is a reasonable suspicion that I may be a danger to myself or to someone else; and where there is a reasonable suspicion of abuse being inflicted upon a minor (under 18), a dependent adult, or an older adult (65 or older).**
- With my signature below and my initials here _____ I hereby CONSENT AND ENTER INTO AN AGREEMENT with Kingdom Ministries' staff, employees, or volunteers that I will first make contact by phone or in person with an emergency service, health care professional or agency AND a member of my Ministry Support Team or Kingdom Ministries' personnel to disclose, discuss, and pray with me about any inclination to act in a manner that may endanger or inflict harm upon myself or others.
- I understand that scheduled appointments are for Team Consultations and are not for individual care, personal counseling or therapy; that Team Consultations are scheduled monthly and are contingent upon:
 - 1. The presence of at least one or more persons I've requested to be support persons for me on a Ministry Support Team (MST);
 - 2. Support persons on my MST meeting with me a minimum of two times per month for prayer and personal ministry.
- I understand that I am under no obligation to receive any recommendation or assistance and that I may discontinue my session or involvement with Kingdom Ministries at any time and for any reason, without explanation. In the same way pastors, staff, employees, or volunteers of Kingdom Ministries are under no legal obligation to provide assistance and may discontinue providing that assistance, as they deem necessary at any time, and for any reason without explanation to me of the reasons why.

PLEASE CONTINUE & SIGN ON REVERSE SIDE OF THIS PAGE =>

I have read and understood the terms of this agreement and with my signature below indicate my willingness to comply with the terms set forth by Kingdom Ministries, Inc. in this document and in the pages attached and preceding it. With my signature I also acknowledge that I am seeking the assistance of Kingdom Ministries' pastors, staff, employees, or volunteers of my own free will.

Signature & Printed Name of Person Requesting Ministry:

_____ Date _____

_____ (Please print legibly)

Signature & Printed Name of Accompanying Individual, Parent, Spouse, Guardian, or Team Member:

_____ Date _____

_____ (Please print legibly)

Authorization to Release Confidential Records and Information

The term “confidentiality” refers to information and records obtained during your consultation and/or conversations with Kingdom Ministries’ employees, staff, or volunteers. The employees, staff, and volunteers of Kingdom Ministries are under obligation to avoid any unauthorized disclosure of information or records you disclose to them. Therefore they will not reveal anything about you, your records or the information you disclose with anyone without your written consent and authorization.

Authorization

1. I understand that Kingdom Ministries’ employees, staff, or volunteers will insure my privacy and will not disclose any information or records without my specific written authorization.
2. I understand, however, that the limits and exceptions to this agreement of confidentiality include the legal obligation for Kingdom Ministries’ employees to disclose information and records:
 - a. Where there is a reasonable suspicion that I may be a danger to myself or to someone else.
 - b. Where there is a reasonable suspicion of abuse being inflicted upon a minor (under 18), a dependent adult, or an older adult (65 or older).
 - c. If I am involved in or initiate certain types of legal action, I may be required to surrender my legal right to prevent confidential information from being disclosed in a court of law or other related legal proceedings. In some cases, disclosure of information may also be required by a Court subpoena.
3. I understand that I have chosen individuals of my own free will to participate with me as part of a Ministry Support Team (MST) and I willingly and knowingly give my written consent and authorization to disclose all records and information with only those MST members and others I have personally and specifically listed below.

Authorized Ministry Support Team (MST) Members

- | | |
|----------|------------------------|
| 1. _____ | Date Authorized: _____ |
| 2. _____ | Date Authorized: _____ |
| 3. _____ | Date Authorized: _____ |
| 4. _____ | Date Authorized: _____ |
| 5. _____ | Date Authorized: _____ |
| 6. _____ | Date Authorized: _____ |

Others I am authorizing at this time (counselor, pastor, spouse, friend, etc.)

- | | |
|----------|------------------------|
| 1. _____ | Date Authorized: _____ |
| 2. _____ | Date Authorized: _____ |
| 3. _____ | Date Authorized: _____ |

4. In the event confidential information is disseminated or discussed via electronic means (including but not limited to telephone, e-mail, facsimile (fax), etc.) and where the ability to accurately identify the MST is jeopardized, the MST member or other authorized persons named above will be required to identify themselves by means of the DISCLAIMER CODE you select below. If you choose at any time to revoke authorization as to any MST member, you must provide a new Disclaimer Code in writing to avoid accidental or inadvertent disclosure.

Revocation

1. I understand that unless and until this authorization is revoked in writing, all persons I have personally and specifically authorized above will continue to receive records and information.
2. I understand that this authorization will not automatically expire and that it is my obligation to revoke, change, or modify this authorization as to some or all of those persons I have personally and specifically authorized above.

This authorization is effective immediately upon signing and is subject to written revocation at any time except to the extent that action has been taken. This authorization expires as stated above only by written revocation initiated by the individual whose name and signature appears below. I understand that this is a voluntary consent and I must willingly and knowingly sign this authorization before any information or records can be disclosed. I may refuse to sign, but in that event records and information cannot and, will not be exchanged.

Printed Name _____

Signature _____ Date: _____

The DISCLAIMER CODE I've selected is: _____

A QUESTION that is correctly answered with my Disclaimer Code and can be used to verify and prompt me to recall my Disclaimer Code is: _____

After you have read and signed the attached documents, please:

RETURN PAGES 4 - 8 the Personal & Team Contact Information form along with the signed and completed Understanding and Agreement for Ministry & Training Consultations and the Authorization to Release Confidential Records and Information forms to the receptionist **at your next scheduled appointment**. You will receive a copy of each of your signed agreements. You may keep the preceding pages (1-3) for your personal and team information.

When you arrive for your appointment, please check in with the receptionist at the front desk and *pay your \$60 fee at that time with cash, check, or credit card*. After checking in, one of our ministry staff will be contacted to assist you. You may also give a contribution either at the time of your appointment, by mail, or through our website at www.kingdomministriesintl.org. Thank you!