# For Students who use the Counseling Room

Welcome to the Counseling Room in Tohoku University Graduate School of Medicine. As follows, there are some rules and instructions for using the Counseling Room. If you have problems or questions, do not hesitate to ask us anything whatever you like.

## 1. Object Person

Students in Tohoku University School of Medicine, both undergraduate and graduate, and their family members.

#### 2. Counseling service

A clinical psychologist provides professional services such as counseling and consultation depending on the student's problem.

In addition, depending on consultation contents, the counselor may introduce an appropriate organizations or consultation service or professors.

By counseling or consultations are not always settles the all troubles or problems you have, but the counselor will help you to solve your problems.

The Counseling Room opens **every Monday from 11:00 A.M. to 3:00 P.M**. except holidays, the Bon holiday period (In mid-August) and the year-end and New Year holiday. Each session of counseling is generally 50min.

### 3. Privacy Policy

Confidentiality of students' problems are assured. However, counselor in the Counseling Room can cooperate with University Counseling Center, if necessary. In such case, personal information may be shared. In addition, to provide appropriate advice and support, the counselor may inform other specialists the process of counseling without disclosing the details of the information.

In the case of exceptional situation as follows, the counselor may disclose the information to the people involved without your agreement.

•In the risk to commit suicide

 $\bullet In$  the risk to violent towards other people.

#### 4. Counseling record

Personal information will be used for understanding your situation, providing appropriate support. Your counseling record will never be used for your academic record or other purpose. Your record will be kept until your graduation in principle.

#### 5. Making reservation and cancellation

<u>Please make a reservation</u> by visiting to the room directly or phone, or e-mail.

## Office hour (phone call: 022-717-8595) is generally 9:00am to 5:00pm.

Your phone call cannot get through once in a while. In such case, please retry to make a phone call or send an e-mail. (soudan@med.tohoku.ac.jp)

E-mails from any address are accepted.

Please understand that reply to your e-mail may not be prompt.

When you would like to change or cancel your reservation, please inform by phone or e-mail, or visiting to the room directly.

## 6. About E-mail

Because e-mails cannot secure confidentiality enough, the counselor do not perform counseling through e-mails.

If you have any questions, please feel free to ask us.