

PERSONAL DATA INVENTORY

IDENTIFICATION DATA:

DATE: _____

Name: _____ Phone: _____

Address: _____ Cell: _____

Occupation: _____ Business Phone: _____

Sex: _____ Birth Date: _____ Age: _____ Height: _____

Marital Status: Single _____ Going Steady _____ Married _____ Separated _____ Divorced _____ Widowed _____

Education (last year completed): _____ (grade) Other training (list type and years): _____

Referred here by: _____ Address: _____

HEALTH INFORMATION:

Rate your health (check): Very Good _____ Good _____ Average _____ Declining _____ Other _____

Your approximate weight: _____ lbs. Weight changes recently: Lost _____ Gained _____

List all important present or past illnesses or injuries or handicaps: _____

Date of last medical examination: _____ Report: _____

Your physician: _____ Address: _____

Are you presently taking medication? Yes ___ No _____ What? _____

Have you used drugs for other than medical purposes? Yes No _____ What? _____

Have you ever had a severe emotional upset? Yes No _____ Explain _____

Have you ever been arrested? Yes ___ No _____

Are you willing to sign a release of information form so that your counselor may write for social, psychiatric, or medical reports? Yes _____ No _____

RELIGIOUS BACKGROUND:

Denominational preference: _____ Member _____

Church Attendance per month (circle or highlight): 0 1 2 3 4 5 6 7 8 9 10+

Church Attended in childhood _____ Baptized? Yes _____ No _____

Religious background of spouse (if married) _____

Do you consider yourself a religious person? Yes ___ No _____ Uncertain _____

Do you believe in God? Yes ___ No _____ Uncertain _____

Do you pray to God? Never ___ Occasionally _____ Often _____

Are you saved? Yes _____ No _____ Not sure what you mean _____

How much do you read the Bible? Never ___ Occasionally _____ Often _____

Do you have regular family devotions? Yes ___ No _____

Explain recent changes in your religious life, if any: _____



PERSONALITY INFORMATION:

Have you ever had any psychotherapy or counseling before? Yes ____ No ____

If yes, list counselor or therapist and dates: _____

What was the outcome? _____

Circle or highlight any of the following words which best describe you now: active ambitious self-confident persistent nervous hardworking impatient impulsive moody often-blue excitable imaginative calm serious easy-going shy good-natured introvert extravert likeable leader quiet hard-boiled submissive self-conscious lonely sensitive other _____

Have you ever felt people were watching you? Yes ____ No ____

Do people's faces ever seem distorted? Yes ____ No ____

Do you ever have difficulty distinguishing faces? Yes ____ No ____

Do colors ever seem too bright? _____ Too dull? _____

Are you sometimes unable to judge distance? Yes ____ No ____

Have you ever had hallucinations? Yes ____ No ____

Are you afraid of being in a car? Yes ____ No ____

Is your hearing exceptionally good? Yes ____ No ____

Do you have problems sleeping? Yes ____ No ____

MARRIAGE AND FAMILY INFORMATION:

Name of spouse: _____ Address: _____

Phone: _____ Occupation: _____ Business Phone: _____

Your spouse's age: _____ Education (in years): _____ Religion: _____

Is spouse willing to come for counseling? Yes ____ No ____ Uncertain ____ Your spouse must also submit paperwork in order to be counseled together.

Have you ever been separated? Yes ____ No ____ When? from _____ to _____

Has either of you ever filed for divorce? Yes ____ No ____ When? _____

Date of marriage: _____ Your ages when married: Husband _____ Wife _____

How long did you know your spouse before marriage? _____

Length of steady dating with spouse: _____ Length of engagement: _____

Give brief information about any previous marriages: _____

Information about children:

PM*	Name	Age	Sex	Living		Education in years	Marital status
				Yes	No		

*Check this column if child is by previous marriage

If you were reared by anyone other than your own parents, briefly explain: _____

How many older brothers _____ sisters _____ do you have?

How many younger brothers _____ sisters _____ do you have?



Biblical Counseling and You

Change does not occur by chance but by choice. Many people talk about wanting to solve their problems and change for the better, but only some are willing to make a commitment necessary to accomplish those things.

Proverbs 14:23 says, *in all labor there is profit, but mere talk leads only to poverty.*

Biblical counseling must take people beyond talk to actions, and an essential part of the process is inducement.

Defining Your Roles

1. **You must learn to accept personal responsibility for your desires, motivations, thoughts, attitudes, feelings, words, and actions.** Participants should stop blaming circumstances and people for their problems and realize that through the resources available in Christ, they can change.
2. **You must come to the realization that biblical change involves personal choice.** People will never change until they decide they want to change. In fact, the reason people fail to change when God has provided the resources for change, is often because they had decided to remain in the defeated state. When they say I can't, they really mean I won't.
3. **You must develop a concern about heart sins, as well as behavioral sins.** Godly, biblical change in behavior must always begin with a change in the heart. God calls us to mend our hearts not merely our garments; to purify our hearts, as well as to cleanse our hands; and to honor and seek him with our hearts not our lips. He wants us to repent about hearts sins (thoughts, attitudes, desires, motives, intentions) and not just be sorry for unbiblical actions or reactions. Nothing less than heart repentance and heart change will please God and produce change that is genuine and lasting.
4. **You must commit to put off the desires, thoughts and actions that hinder biblical change and to replace them with ones that promote biblical change.** To a great degree, counseling is truly successful only when this goal is achieved. You will need to answer this question: If your biblical counselor can show you what the Bible says you should do in this situation, will you commit to do whatever he or she asks you to do?



Biblical commitments we are seeking from the participant include at least these six factors. These are described below under the acronym **A C. C. E. P. T.**

A – acknowledge personal responsibility for faults and actions. Participants will not be able to change as long as they excuse, blame, rationalize or defend their sinful behavior. You must learn to understand this fact, regardless of your circumstances. If you are a Christian, you can respond biblically through the power of the Holy Spirit.

C – choose to look at circumstances in the past and present from a biblical point of view. Human wisdom and feelings often hinder people from looking at things the way God wants them to. You should interpret your circumstances through the lens of scripture rather than through your own opinions and emotions.

C – commit to eliminate what ever hinders biblical change. Romans 13:14 says, *put on the Lord Jesus Christ, and make no provisions for the flesh in regard to its lust.* If you have a problem with lust, you must commit to destroy seductive materials, to stop watching television programs or movies with sexual content, and to avoid places that encourage temptation. You must be willing to remove any obstruction to biblical change.

E – exert energy toward the goal. Change is not an automatic overnight occurrence; it is hard work. The participant will not make progress if there is no willingness to put effort into change.

P – persevere in obedience. Some people are ready to quit after two or three weeks if they do not see substantial progress. Therefore participants need to be reminded of the truth of Hebrews 10: 36, *You have need of endurance, so that when you have done the will of God, you may receive what was promised.* Change takes time. Participants show realize the guide will meet with them for at least six or seven weeks before evaluating their progress.

T – trust God for the strength and resources to change. Paul says in Philippians 2:12-13, *work out your salvation with fear and trembling; for it is God who is at work in you, both to will and to work for his good pleasure.* It is true, people who want to make biblical change in their lives must work, but they must work trusting in Christ to provide the strength and resources necessary to make those changes. Without him, living the Christian life and making godly changes is not only difficult, it's impossible. But when we look away from ourselves and trust Him, He enables us to do the impossible. He enables us to put off the old self, which is corrupt through deceitful desire, and to put on the new self, which is being renewed in true righteousness and holiness. As participants commit themselves to obey Christ completely, they can be confident that the power of God will accomplish His work of change in their lives.

By signing, I accept the above agreement.

Participant_____

Participant_____

Biblical Counselor_____



THE METROPOLITAN BAPTIST CHURCH COUNSELING MINISTRY

12851 Jones Road
Houston, Texas 77070
281.890.1900

Welcome to the Metropolitan Baptist Church Biblical Counseling Ministry.

We are glad you are here and we look forward to guiding you through scripture to help you with issues you are facing. We wish to be clear on the counseling process here at The MET Biblical Counseling Ministry. Please read the following information and indicate your agreement to this statement by signing and dating the bottom of the page.

What is the Metropolitan Baptist Church Biblical Counseling Ministry?

We believe in the sufficiency of God's Word to handle issues of life. We follow the Bible's description of man as a fallen creature living in a fallen world. The solution for living in this world is found in God's Word. Here at The MET Biblical Counseling Ministry, our counselors are trained to lead you to scriptures that deal directly with the issues you are facing. We want to show you where the Bible says you are, where the Bible says you should be, and most importantly how to get there. Our biblical counselors are not psychologists or psychiatrists but have received formal training in biblical counseling.

Are counseling sessions kept confidential?

The bible clearly states gossip is wrong. Therefore the counselors at The Met Biblical Counseling Ministry will not release any information about particular participants except in a few situations where required by the bible or the laws of our state. These situations are: (1) when someone is in physical danger of being harmed. (2) When a child or elderly person (65 or older) is physically or sexually abused. (3) When someone refuses to stop a sinful pattern and it becomes necessary to seek assistance from his/her church to encourage proper change. (See Matt. 18:15-20 and Rom. 13:1-7)

Because we respect the confidentiality of the counselees we ask that only individuals who are involved in the counseling process be allowed in the counseling waiting areas.

What about my children?

No child care is provided. Only those who are in the counseling process are allowed in the counseling waiting areas.

Children 16 years old or younger assigned to counseling must be accompanied to counseling by one or both parents (or guardian) who must be present during the duration of the child's counseling.

What are the fees for counseling for The Metropolitan Baptist Church Biblical Counseling Ministry?

Currently there is no charge for this ministry at Metropolitan Baptist Church. Our counselors are made up of pastoral staff and lay people committed to positive change in people's lives and this assistance is offered at no charge. Small charges may be necessary for books and materials used in homework assignments. Sessions normally last approximately one hour and currently this ministry is offered several evenings each week.

What about missed appointments?

Because our counselors volunteer their time to this ministry it is important to be respectful of their families and their time. Participants are requested to cancel appointments at least 24 hours prior to the appointment. This gives others the opportunity to use that slot. In the event that an appointment is made and the participant misses the first appointment they will need to contact the counseling ministry office to reschedule a new appointment. After beginning the counseling process only two missed appointments will be allowed before giving that allotted time to another participant. All counseling appointments must be scheduled through the counseling office.



What if I have a dispute with my counselor or The Metropolitan Baptist Church Biblical Counseling Ministry?

If you have a dispute with your counseling, the procedure for addressing your concerns involves (1) contacting the Pastor of Biblical Counseling in writing, explaining your concern, (2) trying to settle the dispute by mediation, and if necessary, (3) reassigning the participant to another counselor.

We are a biblical counseling training center!

We believe it is important to train others to be biblical counselors. We take this training very seriously. Because we feel it is so important for counselor trainees to observe the counseling process we will sometimes assign trainees to sit in on counseling sessions. They will adhere to the same policies as the counselor and they will only be observers and will not take part in the counseling process. They will take notes to enable them to discuss questions with the counselor after the meeting to understand the counseling process better. This is not an option, we need to provide an environment for godly people to be trained in counseling and we want to be able to impact the lives of people throughout the Houston area by assisting others in learning to counsel from God's word.

I have read and understood the policies and procedures stated above and I consent to abide by them.

Signed: _____

Date: _____

Signed: _____

Date: _____

Guardian: _____

Date: _____

Biblical Counselor: _____

Date: _____



METROPOLITAN BAPTIST CHURCH COUNSELING MINISTRY
12851 Jones Road, Houston, TX 77070
281.890.1900

COUNSELING PAPERWORK CHECKLIST

All forms listed below must be completed and returned to the Counseling Ministry office either in person or by mail. An individual will be eligible for assignment to a counselor when all documents are submitted and complete.

- Personal Data Inventory
 - Please complete all information that applies to you.
 - If there is a question that does not, please indicate that with N/A.

- Needs Assessment
 - Please answer all questions as completely as possible. Complete answers will enable the Counseling Pastor to place you with a counselor best fitted to your needs and will lead to a more effective initial meeting.

- Counseling Agreement
 - Two copies of this agreement are enclosed.
 - Please read the agreement carefully. Sign and return both copies.
 - Your counselor will review this document with you in the initial session, sign both copies, and return one to you.

- Inducement
 - Please read this document carefully. It outlines the responsibilities of you to the process and of your counselor to you.
 - Your counselor will briefly review this with you in the initial session.

Signature_____

Date_____

Please detach and keep the bottom portion

Counseling Office

- The Counseling Office is located in the Administration Building at 12851 Jones Road, across the street from the church. Our hours are 8:00 a.m. – 4:45 p.m. Monday through Thursday, and 8:00 a.m. – Noon on Fridays. This is where you will go to turn in your paperwork or for questions and information. To reach the Counseling Ministry by phone call 281.890.1900 x1809.
- Your counseling session will take place on the second floor of the Administration Building. Go to the upstairs back door of the building and ring the bell. Someone will come to let you in.
- For those with weekend and evening appointments, you must call the counseling office during working hours to cancel your appointment. There is no one to answer phones after 5:00 Monday – Thursday or after noon on Fridays.

