



WHOLE HEALTH
COUNSELING

Mind, Body, Career, Relationships

Whole Health Counseling Employment Program

Whole Health Counseling offers individual and couples therapy. Our goal is to become a collective of Associate and Licensed Marriage and Family Therapist in San Francisco and the surrounding Bay Area. Whole Health Counseling is founded by Traci Freeman, who has been private practice since 2018.

We offer group supervision, a competitive salary, payroll processing, referrals for new clients and ongoing trainings. We are a for profit private counseling center so you can only join when you have a AMFT number or are a licensed therapist.

How it works:

1. All AMFT's are welcome to join group supervision, at no cost, on a weekly basis, when space is available. Each group runs 4 months (or 16 weeks, whichever is longer) and there is a maximum of 6 people. Group will be held on Mondays from 9-11am. It is required that at least two supervisions are in person. The group will decide how the other 2 sessions per month will be held.

Some of the groups will be focused on specific topics including couples work, trauma, anxiety, parts work, etc... This will give supervisees the opportunity to dive deeper into common areas of the therapeutic work, strengthen skills and knowledge.

2. Associates and Licensed Therapists will be charged a \$190 monthly fee by WHC that covers:

- A. Credit card processing fees for your clients
- B. Bi-monthly trainings (up to 2 hours) on various topics
- C. Payroll and bookkeeping costs
- D. Marketing and SEO optimization to gain referrals and clients
- E. A Simple Practice account to manage clients
- F. Insurance

This charge will be deducted in increments. After you have 2 WHC clients, the monthly fee will be \$100. After you receive your 4th WHC client you will be charged the full fee.

3. If you are a AMFT, your supervisor will be paid directly on a monthly basis from your gross income. This amount is determined between you and your supervisor.

4. Whole Health client referrals. There is a set rate for new clients who choose to work with therapists: \$140 individual (teens and adult) and \$150 couples. For every referral you receive, WHC will pay you \$90 per session for the individual client and \$100 per session for the couple. If you will take clients on a sliding scale, please let us know your minimum rate. WHC will pay you 75% of each session.

WHC wants to make it affordable and accessible, and also generate more referrals for you. If your client remains with you for 12 months and you are still an employee, WHC will raise the fee by \$10, which will be paid to you in full. When you leave WHC you are welcome to take those clients so there is consistency in therapy.

5. Any intake / referral you receive from WHC must be responded to within 24 hours to set up a complimentary 20-minute consultation. You will be guided about the intake process and supported as needed.

6. If you have clients that are not referred by Whole Health, you can set your own session fee. Whole Health will deduct 8% of your gross revenue from non-referred clients at the end of each payroll cycle. The remaining 92% of the total income is paid to you.

7. Whole Health requires you have a minimum of 5 time slots for referrals. Once those are full you will notify us if you have other openings. A minimum of 3 time slots must either be between 9-11am or 4-7pm. Working weekends is your choice.

8. Associates can use the office up to 4 hours per week for WHC clients, based on availability. In person therapy clients will be prioritized over telehealth clients. There is a google document where you can sign up for sessions on an "as need" basis. You can book up to 2 weeks in advance. Currently the office is NOT available on Tuesday, Wednesday after 3pm and Friday. It is open all other times.

Licensed Therapists can rent the office for \$15 per hour and will use the same google client for appointments.

As Whole Health grows and if more therapists are conducting in person sessions, we are open to renting another office space. Our goal is to grow and for all therapists to feel supported.

9. An AMFT or LMFT, LPCC can offer any type of community support group and use the community room at our current office (which is beautiful and comfortably holds 20 people). Whole Health will advertise it on the website, on the SF CAMFT list serv and market to the community as appropriate. WHC is open to your ideas, interests and skills. We really want to foster a place where therapists can grow and the community strengthens.

10. Our payroll cycle is the 25th day of one month to the 24th day of the next month so you are paid as close to the first day of each month as possible. At the end of each cycle you will receive your paycheck along with an income / expense statement that has the following information:

Gross client income (everything you process through Whole Health)
Fees deducted: WHC monthly fee, office hours, referral fee, supervision
Payroll taxes
Office Space rented (onsite or otherwise)
Net Income

What are the next steps?

- You can reach out anytime to request an application. Please submit it along with your resume to Traci.therapistsf@gmail.com
- We can set up an interview to discuss your goals, hopes and see if there is a mutual interest.
- We can make a decision at any time to have you as an employee. Please contact us when you receive your associate number and we will schedule your onboarding.

Be part of a community that values the work, each other and having fun!