Individual Office Voicemail Message:

This is [name] at Counseling and Psychological Services, University of Washington Tacoma. The UWT campus is closed as a precautionary health measure due to the COVID-19 outbreak. CAPS services are now available remotely during business hours. I will be checking voicemail periodically and will try to respond to your call on the same day.

If you are a client calling to schedule an appointment with me, please call the CAPS main number at 253-692-4522 or email [uwtcaps@uw.edu](about:blank). Our Program Coordinator, who has the most up-to-date access to my schedule, will periodically check messages during business hours and will try to respond to you the same day.

If you have a question about how our services are operating during this time, please visit the CAPS website at [www.tacoma.uw.edu/studentcounseling](about:blank) (www.tacoma.uw.edu forward slash student counseling). If you are in crisis please call the Pierce County Crisis line at 1-800-576-7764. For emergencies please call 911 or go to your nearest Emergency Room. Thank you.

Individual Provider Out of Office Email Message:

Counseling and Psychological Services at University of Washington Tacoma is closed as a precautionary health measure due to the COVID-19 outbreak. If you have a question about how our services are operating during this time, please visit the CAPS website at [www.tacoma.uw.edu/studentcounseling](about:blank).

If you are a client wishing to schedule an appointment with me, please email [uwtcaps@uw.edu](about:blank) or call the CAPS main number at 253-692-4522. Our Program Coordinator, who has the most up-to-date access to my schedule, will periodically check messages during business hours and will try to respond to you the same day. For all other messages, I will be checking emails periodically during business hours and will try to respond as soon as possible. Thank you.

Email Signature:

**Bonnie Benson-Palmgren, Ph.D.**

Pronouns: She/her/hers

Training Director/Psychologist

Counseling and Psychological Services is closed as a precautionary health measure due to the COVID-19 outbreak. If you have a question about how our services are operating during this time, please visit the CAPS website, listed below.

Counseling & Psychological Services (CAPS)

University of Washington Tacoma

MAT 354  Box 358423  
1900 Commerce Street, Tacoma, WA 98402  
Main: 253.692.4522     Fax: 253.692.4406     TTY: 253.692.4413

[bonniebp@uw.edu](about:blank) /  [http://www.tacoma.uw.edu/studentcounseling](about:blank)

e-sig-tacoma

CONFIDENTIALITY NOTICE: This message may contain confidential information intended only for the use of the person named above and may contain communication protected by law. If you have received this message in error, you are hereby notified that any dissemination, distribution, copying or other use of this message may be prohibited and you are requested to delete and destroy all copies of the email, and to notify the sender immediately at their electronic mail.