

Counselling Contract

Counselling Sessions and Fees

Your counselling sessions will last for 50 minutes and I offer weekly counselling of up to 24 weeks excluding holidays and closure of the building. Payment for your counselling sessions should be given to me at the end of each session.

Cancellations and Charges

Should you need to cancel an appointment please give me a minimum of 24 hours notice. If 24 hours notice is not given, the normal full charge will be made for the missed appointment. With cancellations made with 24 hours notice a cancellation fee of 50% will be charged to cover room hire and related costs.

I will not be able to keep the counselling space open for you in the following circumstances:

If you do not attend 2 counselling sessions without contacting me;
If you do not attend 3 out of the first 12 counselling sessions.

Confidentiality Policy

Your counselling sessions are confidential within the service and this confidentiality will apply to any records in accordance with the Data Protection Act.

All counsellors are required to be in supervision and I will take relevant issues from the counselling relationship into supervision. In supervision, I will take care to preserve clients' anonymity.

In exceptional circumstances confidentiality may be broken. The circumstances could include:

1. Where you as a client give consent for the confidence to be broken.
2. Where I feel it is appropriate to consult with, or involve other professionals such as your GP in circumstances where there is a risk of harm to you or to a third party. In such cases I will aim to discuss any action with you first and seek to gain your co-operation.
3. Where in extreme cases I am legally compelled by a court of law.
4. Where statutory law requires me to inform the relevant authorities (such as terrorist activities, drug trafficking or abuse of a child or vulnerable adult).

Complaints Procedure

As You Are is a member of the BACP (British Association for Counselling and Psychotherapy). I adhere to their Ethical Framework for Good Practice and a copy of this code is available on request. If you have any concerns or you wish to make a complaint, please contact the Service Manager on 07952 754859.

Signed..... Date.....

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