

COUNSELLING CONTRACT

Agreement for the Provision of Counselling –

I have allocated a minimum of six sessions for you. In this time we will work together to help you with issues that are causing you concern, difficulty or distress. It is important that these weekly sessions are planned into your weekly routine, in order that you can benefit from the regular contact with the Counsellor.

Both Counsellor and Client have rights and responsibilities. This agreement will give you details of what is expected from the Client and Counsellor. Before the counselling session can begin, I ask that you read, understand and agree with the terms and conditions in the following contract. The conditions are for the benefit of both parties.

Counsellor rights and responsibilities

I am a Registered Member of the British Association of Counselling and Psychotherapy (BACP) and am bound by their ethical framework. (See www.bacp.co.uk) for further information.

1. Confidentiality & Supervision

I will respect you as a person and will respect your confidences, protecting them from disclosure or unless authorised by you or by law. Exceptions are:

- Allegations of child abuse (sexual, neglect, emotional or physical)
- When a serious crime has been committed
- If there is a serious risk of harm to yourself or others including the prevention of terrorism

I will not acknowledge you outside of the organisation in order to protect and respect your privacy and anonymity. I also expect the same from you.

I may discuss my work with my Supervisor in order to enhance the quality of the therapy but to safeguard confidentiality and protect your anonymity I will not disclose your name. Supervision is a professional and ethical counselling requirement.

2. Records

I will keep brief confidential notes of our counselling session although they will be anonymised. This complies with the Data Protection Act of 1998.

3. Length of Sessions and Punctuality

Sessions will be 50 minutes long. It is your responsibility to arrive on time – please text or call if you are going to be late. If for any reason you are unable to make the session, please ring or text on **07856 260267**. This enables the room to be freed up for any other business and I am not waiting unnecessarily. I can then contact you to

book another session. If you miss two consecutive sessions without making contact with me, the counselling contract will be terminated – no refund will be issued. If you arrive under the influence of narcotics or alcohol, the session will not take place.

Your responsibilities as a Client

1. To keep appointments or to give at least 24 hours advance notice when you need to cancel or re-schedule.
2. If you arrive late for a session I will not be able to extend the session beyond the allocated time. I will wait 15 minutes into the session if no contact has been made from you to inform me of any changes.
3. Any assignments offered to you for completion can help aid recovery and you are therefore encouraged to take part in the therapy by participating in the work.
4. Communicate any changes in your circumstances which might impact on your therapy
5. To ask questions if you do not understand anything.
6. To be honest, open and willing to share
7. You have a right to equal consideration and treatment, regardless of your sex, colour, race, religion, economic status, age, sexual preference or beliefs
8. Counselling is a very personal, confidential service between Client and Counsellor. Therefore no other person can accompany the Client in the sessions (ie children, friend, partner).
9. To not cause harm to yourself and that you will remain safe while we are working together in the counselling relationship

Once we have completed all the sessions, please delete my number from your telephone and I will do the same.

Client Signature..... Client Name.....

Mob No Email

Counsellor Signature Date / /2018

First 50 minute session £35

Sessions of 50 minutes thereafter £45

Block booking of 6 sessions paid in advance (including 1st) £225

My holidays – TBA

if things are getting to you **SAMARITANS 116 123**