

Counselling Agreement

Information about your counsellor - Laura Mole Adv.Dip Couns. (MBACP)

Laura Mole is a qualified and experienced Integrative Counsellor. She is a member of the British Association of Counsellors and Psychotherapists (BACP) and follows their code of ethics. Laura has an Enhanced DBS Certificate and it is registered online.

Laura has regular clinical supervision to ensure her practice is maintained at the highest quality. She regularly attends professional development and training. Laura welcomes feedback on the services you receive as it helps to maintain the high standards expected of therapists.

The Therapy Agreement Client Agreement

The therapy contract is between you and your therapist. Please read through this carefully as it provides information about the practical side of coming to therapy. Upon your signature or by attending the sessions, the document will constitute a binding agreement between you and your practitioner.

Confidentiality, supervision and note keeping

Therapy often involves the disclosure of sensitive and personal information, so confidentiality is paramount. In order to protect your right to privacy the things you disclose to your therapist will remain confidential between you and them.

All practitioners are bound by their professional codes of conduct as defined by their accrediting organisation, which includes responsibility to manage your information confidentially and in line with GDPR.

There are situations in which your therapist can break confidentiality without your consent:

- 1) Where you the client give consent for confidentiality to be broken and information to be shared.
- 2) Where the therapist is compelled by a court of law.
- 3) Where the information is of such gravity that confidentiality cannot be maintained. This includes instances in which the therapist considers the client or others to be in imminent danger.

Your therapist will always attempt to speak to you before breaking confidentiality.

Supervision - therapists are required by their profession to have regular supervision sessions where they discuss aspects of their clinical work. They do not reveal individual identities during these sessions and supervision itself is confidential between therapist and supervisor.

Record keeping - therapists may find it useful to keep some notes on your sessions. These tend to be brief and help to keep track of topics themes covered in therapy. Notes are kept in a locked cabinet or in password protected documents on practitioner computers in accordance with the data protection act and GDPR.

Therapy sessions and cancellations

Therapy sessions typically run for 50 mins and take place on a weekly basis.

If you arrive late for a session, your time can not be extended, therefore please arrive on time to benefit from your full session.

If the therapist is late, they will try to extend the session if possible, or make up the time in future sessions.

At the beginning of an intervention it is helpful to schedule ahead times when you may not be able to attend. Your therapist will also make you aware of any dates when they will be unavailable. If for any reason you are unable to attend a scheduled session it is important that you make your therapist aware in good time.

If the therapist has to cancel a session they will give you as much notice as possible, and will also try to reschedule with you for a different time. You will not be charged for the session.

Clients under the influence of drugs or alcohol, or those who become physically threatening will be asked to leave the session.

Children are not permitted in your session with you.

Sessions cancelled less than 48hrs in advance and missed sessions will still be charged the full fee.

Fees and payments

Fees have been agreed at £65 per session

Payment can be made by BACS or in cash prior to or at the beginning of the session.

If payment has not been made for the previous sessions, the next session will not be able to be secured unless payment is made in advance.

Complaints

As it is the therapist's intention to heal and not harm, in the first instance please try to talk to your therapist about any concerns. They will welcome your feedback, and try to alleviate any issues that may be occurring due to the therapeutic process.

If you feel as though you cannot address it directly with your practitioner, please contact their professional body. Laura is registered with the BACP.

Acknowledgment and Consent

By attending your sessions you are acknowledging that:

You understand and agree to abide by the policies detailed in the patient contract;

We have discussed and clarified any questions you may have about this document.