

The Counselling Contract

This is a mutual agreement negotiated between the Counsellor and the Client prior to the commencement of counselling. It articulates the responsibilities of the Counsellor and Client in the context of the therapeutic relationship they are going to undertake together.

Confidentiality

This is a key aspect of the counselling relationship. Everything discussed in the counselling sessions is kept in the strictest confidence*. As a member of the BPS (British Psychological Society) my work is bound within its Code of Ethics and Good Practice. I have the responsibility and commitment to work under regular supervision. From time to time I may need to share and discuss some of the information in our sessions with a qualified supervisor, always under a strict confidential and professional framework. The client identity is always kept anonymous.

*Confidentiality can only be broken when there is evidence that the client may harm him/herself or others. In this case the counsellor will most likely contact the appropriate services. The client will be informed in advance, and only in case of an imminent threat might the counsellor make this decision without consulting the client. Please inform the counsellor at the beginning of the sessions of any medical treatment you might be following due to emotional difficulties.

Sessions

Sessions are usually 50 minutes long and held on a weekly basis*, although this can be negotiated to suit specific requirements. (For EMDR therapy sessions will be between 1.5 hours)

*If the client's circumstances change and the session time and day are no longer suitable the counsellor will try to offer alternatives more convenient to the client.

Fees

Fees will be agreed prior to the initial meeting. Counselling sessions are generally £50 per session (with a sliding scale in operation for students or for individuals on a reduced income). EMDR sessions are charged at £80 per session (1.5 hours).

Payment options

Payment for each session is to be received via cheque or cash at the beginning of each session.

Cancellations and Holidays

Cancellation of sessions with less than 48 hours notice will incur the full fee. The counsellor will always aim to give the client as much notice as possible of any holidays, training workshops, conferences or illness that might prevent her from being available at the time/day of the scheduled session. In such cases the counsellor will always aim to offer an alternative arrangement.

Sessions will not take place if the client is under the influence of any misuse of alcohol or substances.

Duration of Counselling

The duration of the therapeutic process will depend on the type of difficulty or problem the client is facing. Some people prefer to work with an open contract, whereas other people prefer to work with a fixed number of sessions followed by a review.

In all cases, every six sessions the counsellor and client will review the therapeutic process together. This helps to assess whether the client's needs are being met and, this will also help (if required) to carry out the necessary adjustments and/or establish new goals for the process.

End of the Contract

Indications and signs that the therapeutic process is coming to an end: recovered inner balance, greater confidence in oneself, capacity to make decisions and face situations when previously feeling overwhelmed, being in touch with ones own resources and strength. The client may not have met all the goals at this point, though feels more confident to achieve them individually, and overall the individual's wellbeing has increased.

Sometimes the client may feel that counselling is not helping. In these circumstances it is best to discuss the difficulties rather than abruptly end counselling. This could evoke a sudden-loss experience that would not have the opportunity to be understood and resolved. In such circumstances the counsellor asks that the client give one week's notice before ending counselling to have the chance to discuss the decision and to complete the process adequately. The client is always in charge of the decision to continue or stop counselling and will not be under any pressure to continue at any point.

Contact outside the sessions

The phone number and email address provided are to be used exclusively for cancellations, changes or in case of emergency. Please note that messages will be monitored regularly but not continuously. Therefore, in case of an emergency you are advised to call the appropriate emergency services. Such as the hospital, dial for an ambulance and/or if appropriate contact the local GP.

The counsellor will endeavour to reply to all messages as soon as possible.

COUNSELLING CONTRACT

This contract is between

Jasmin Bahia (CPsychol) your Counsellor and

Client's full name:

We agree the following:

The sessions will be held: (list dates and times)

Location:

The session format will be individual one to one support

The fee per session will be £

Payment method:

Please read this contract carefully. Please note if you wish to negotiate any changes, these can be discussed and easily put into place before signing.

Please note all information is treated in the strictest confidence.

Client signature:

Counsellor signature:

Date: