

Counselling Contract

Mitchell Stevens MBACP REGISTERED NO. 373428



Mob: 07742 932597

Email: mitchellstevens1@sky.com

Sessions & Fees / Cancellations.

- Once we have agreed on a regular time and day for the sessions
- Sessions will continue until the therapy comes to an end by mutual agreement.
- Sessions are for 50 mins
- Payment is to be made 24 hours before session begins
- 24 hours' notice to cancel otherwise the full charge is to be paid
- You may cease counselling at any time, but it is important to have an ending session so any benefits gained are not lost and to create a proper ending.

About me.

- I am a BACP registered counsellor. (British Association for Counselling and Psychotherapy) and a member of the BACP Membership No. 373428 www.bacp.co.uk
- I am bound by the BACP code of ethical practice and subject to its complaint's procedure.
- I am committed to providing a safe, therapeutic environment for all clients and use a variety of integrated approaches to help you work through your issues.

Your Responsibilities

- Please be on time for your appointment.
- If you are late the session will still finish at the previously agreed time.
- You will be expected to pay promptly for the sessions.
- Please give 24 hours' notice if you are unable to attend, otherwise you will be charged.
- For online sessions I request you are dressed appropriately and refrain from eating or drinking (water is ok)

My Responsibilities

- It is my responsibility to ensure that I adhere to the BACP code of ethics and that I protect your personal information.
- <https://www.bacp.co.uk/events-and-resources/ethics-and-standards/>
- It is my job to ensure that sessions start and end on time. If I am unable to attend a session, I will give 24 hours notice (when possible) in the case of ill health or emergency.
- I attend regular supervision sessions where our work together will be discussed in confidence.

Technology

- If we lose our connection due to technical difficulties, I will always attempt to re-establish the connection. If this is not possible, I will telephone/email/text to continue or reschedule.
- During the session, please turn off all other devices.
- I use Skype or Zoom

Confidentiality and Records

- The content of the sessions is confidential to you and me. However, there are a few exceptions to this rule.
- I will discuss our work with my supervisor.
- If there is a need to communicate with other professionals I will seek your permission and you will know what is going to be discussed.
- I make notes after each session and these notes are securely stored.

The exceptions to this non-sharing code are:

- If I am required to do so by a UK court of law
- If I believe that there is a likelihood of significant harm to yourself or others.
- If you inform me that you plan terrorist activities against the state.

PLEASE READ THIS CONTRACT CAREFULLY

Check it is what we have agreed together. If you wish to negotiate any changes, I will be happy to discuss this before you sign. This agreement is fully understood and agreed to and is signed as it stands by:

Sign:

Please accept this has been signed by Mitchell Stevens MBACP