

Relationship Counselling Services

AGREEMENT

This is an agreement between the Therapist and the Client prior to the commencement of Therapy. It outlines the responsibilities of the Therapist towards the Client/s, and also the Client's responsibilities during therapy.

This contract is between **Pauline Godfrey, Psychosexual/Relationship Therapist,**

Client _____

Dated: _____

Client's Address: _____

Postcode: _____

Phone Number(s):

EMAIL _____

GP details: _____

Occupation.

The Therapist : I am a Psychosexual and Relationship Therapist. Psychosexual and Relationship Therapists adhere to COSRT (College of Psychosexual and Relationship Therapists) code of ethics.

Fees: £90 per session. You will be charged for the assessment session. Payment is due the day before the session by bank transfer. My charges will be reviewed each calendar year and I will give at least one month's notice of any increase.

Sessions: These last for 60 minutes for individuals and for couples and we will usually try to meet, at the same time and day each week. This is your session time, whether you choose to attend or not. I will be present for the entire time of the session. If you arrive part way through your allotted time, I will see you for the remainder of the time. The first meeting is for an assessment session.

Online Therapy : Online therapy may be offered by Pauline Godfrey (Psychosexual relationship therapist, Accredited member of College and relationship therapists (COSRT). Pauline Godfrey Online therapy is conducted under English Law and in the event of any claim, this must be bought under UK jurisdiction as the business is based in the United Kingdom. Pauline Godfrey is insured by Holistic Insurance services in Towcester. Clients are reminded that online therapy can have limitations which can include lack of visual,

and auditory cues, security issues and possible errors in using the technology. The computer is serviced on a regular basis. It is the responsibility of the client to ensure that they are in a confidential area during the online therapy session.

General Data Protection Regulation (GDPR) 2018. It is a requirement of the College of Sex and Relationship Therapists governing board (COSRT) based in London that clients data ie: notes should be kept in a secure locked filing cabinet for 7 years following the last date of the final therapy session. At the end of the 7yrs the notes will be destroyed. Should a client requests a summary of their therapy session notes after leaving therapy there is an administration fee of £60. With couples therapy to protect the confidentiality of each partner information on the partner not requesting the notes would not be released.

Confidentiality:

Everything that we discuss in the therapy session is kept in the strictest confidence. As a member of COSRT, I am required to have regular supervision and I will need to discuss our work with my supervisor from time to time. Client names are not revealed.

Wellbeing : If you are being treated by your doctor for emotional difficulties, it is important that you inform him you are attending therapy and advise the therapist. If at any time I have concerns that you may intend to harm yourself or others, I will need to break confidentiality by informing your doctor, and with serious cases the police.

Cancellation and Holidays:

If you are unable to attend a session,

I would request you give 48 hours notice. Failure to attend without notice will be charged at the full fee. You will be invoiced accordingly for settlement, as this is about your commitment to attending therapy. I will be available to see you for your session, with the exception of my annual leave and occasional times when I may be attending conferences. I will give you as much notice as possible if I am unable to make a session. In the event where I need to miss your session because of illness, I will try to offer you an alternative time. **If however clients fail to attend or cancel two appointments in a row, you will be removed from my list and no further appointments will be offered.**

Duration of Therapy: This is something that we will negotiate between us. We may agree to work together for an initial period of 6 – 10 weeks and then review things.

Face-to-Face contact outside sessions: Should we happen to meet outside our session please be aware that I will not greet you. This is to protect your privacy and maintain confidentiality. This is especially important if you are with other people. If you acknowledge me openly, then I will respond in an appropriate, professional manner.

Endings: You will normally know when you are ready to finish therapy and we can address this issue within a session. I ask that you give at least one week's notice before finishing so that we have the chance to discuss your decision, but there will be no pressure on you to continue.

Unacceptable Behaviour: I will not be able to work with you if you are under the influence of alcohol or other recreational substances or verbally abusive. In this event, I would have no option but to terminate the counselling agreement.

CLIENT'S CONSENT TO THERAPY

SIGNED.....

Date.....

GDPR General Data Protection Regulation 2018.

Please put a tick next to YES to confirm that you fully understand and give consent that data on yourself in the form of written notes will be held securely for 7 yrs in a locked filing cabinet by Pauline Godfrey, Psychosexual Relationship Therapist Accredited member COSRT

.....yes
...