



*This Counselling contract is a mutual agreement negotiated between the counsellor and the client prior to the commencement of counselling. It outlines the responsibilities of both the counsellor and the client before they enter a therapeutic relationship together. This agreement is fluid and can be amended at any time throughout our time together.*

This contract for counselling is between **Nathan Templeman** (DipCouns, MBACP) and

### **What is Counselling?**

Counselling is a one to one talking therapy, which enables you to discuss any difficulties you may be experiencing. It takes place in a safe environment and is completely confidential, so you can be reassured that whatever you say will stay in the counselling room.

### **Confidentiality**

This is a very important aspect to the counselling relationship. Everything said in our sessions together is confidential and this confidentiality will apply to any records in accordance with the Data Protection Act 2018. As a member of the BACP it is an ethical requirement that each counsellor has supervision sessions to maintain the code of ethics and good practice and as such your case may be discussed, however, nothing that can identify you will be disclosed in these sessions.

Confidentiality will only be broken if there is evidence that you or anyone else is at risk. If this should occur, it will be discussed in the session and recommendations will be discussed and documented in your notes. I keep brief session notes, these notes will not be given to a third party without your permission unless there is a court order for me to do so. I will keep these notes for 7 years after the end of therapy, after which they will be disposed of securely.

### **Remote Sessions**

As an alternative to face-to-face sessions, it may be possible to offer online or telephone counselling. For online sessions you will need access to the internet and a private space where you will not be disturbed. Prior to the session I will send a link to your email address. To access the session, you will need to click on the link. You will need to make sure that your camera and microphone are switched on so that we can see and hear each other. In the event of losing connection, I will call you to discuss how we manage this. Please note that you do not have permission to record these sessions.

### **COVID 19**

When working face to face, in the event that you or I should test positive for COVID19, disclosure should be made so that we can reschedule our session. Due to the nature of our clients, we must ensure we are working with everyone's health in mind and reduce spread.

### **Sessions and cancellations**

Each session will last 50 minutes and we will discuss how often these sessions as per your preference.

I require a minimum of 24 hours notice of cancellation of a session otherwise payment will still be required to cover expenses such as room hire.

If you do not attend a session without contacting me, I would still expect payment as I would again be using time that could've been used by other clients.

Arriving late for sessions will result in only having the remainder of the allocated session time, as other clients may be waiting for their sessions.

**If you need to cancel our appointment, please do so at least 24hrs beforehand by calling/texting 07918412629**

I will always give as much advance notice of any holidays that may be upcoming. I would appreciate that you do the same where possible. Sessions will not take place if the client is under the influence of any misuse of alcohol or substances.

I will not accept any abusive or threatening behaviour. Sessions will be stopped immediately if this should occur.

### **Fees**

Sessions are priced at £50 (Weekdays) £65 Weekends. Concessions are offered at a £10 reduction per session.

Payment is to be made by Bank Transfer using the bank details provided. Sessions must be paid for within 24 hours of having them.

### **Contact outside of sessions**

I will not accept any social media requests from any client, this is to ensure that our relationship always remains professional. If we should meet by chance in public/socially, I will not engage with you unless you do so first so as not to break confidentiality. If you chose to engage with me, I'm sure I would be happy to say hello.

### **What happens if we can't work together?**

In the event, you feel that we cannot work together, it is advised that we discuss the difficulties before terminating the contract, sometimes this can be relevant to the work, and can be reparative. This is also so that there is no sudden ending and we have had time to explore the circumstances to see if a resolution can be met. The client is always in charge of the decision to stop and will not be under any pressure to continue if it is their wish to stop.

### **Complaints**

If you have a complaint, I urge you to discuss it with me to see if it can be resolved mutually. If it cannot be resolved, I will direct you to the relevant body to process your complaint.

<b>Client:</b>
<b>Counsellor:</b>
<b>Date:</b>