

COUNSELLING/PSYCHOTHERAPY CONTRACT

I set out here the understandings of how we are going to work together.

1. The initial interview will provide the basis of our working arrangement.
2. Providing it is appropriate we will decide to work together for another 5 sessions following which we will review our work and decide whether:
 - we want to work together in an open-ended arrangement
 - we want to work together for a specific number of sessions
3. As we have agreed at the initial interview, every session will cost ____ pounds. Sessions are appointments that we both commit ourselves to. If you are unable to attend a session, please let me know as soon as possible. If you cancel within 48 hours of your appointment, I will have to charge you the usual fee unless we can find an alternative arrangement which suits both of us.
4. Regarding confidentiality, I have a professional responsibility with a supervisor/consultant with whom I discuss client material. However, I do not disclose names of clients and my supervisor is also bound by an agreement of confidentiality. In exceptional circumstances, I might be put in a position where I may feel necessary to break confidentiality. In this respect, I follow the Ethical Framework of the British Association of Counselling and Psychotherapy. These extreme circumstances concern the situation where a client or close relative was in serious and immediate danger (this includes physical and sexual abuse of children and any criminal act). In such circumstances, I would discuss my concerns with the client and would limit the breach of confidentiality to a minimum.
5. I will not conduct a counselling session if you present under the influence of alcohol and drugs.
6. With regard to note-taking, it is important for my work to keep records of each session. I keep these records in a locked cabinet and do not write the full names or write any identification details on these notes.
7. Counselling/Psychotherapy is a process with a beginning, a middle and an end. Usually our work ends at a mutually agreed times, giving enough time and consideration to the ending process. If you decide you want to finish suddenly, I will suggest a minimum of four ending sessions to explore the decision and end our therapeutic relationship.

I would appreciate if you could sign this contract and return it to me at our next appointment.

Client's Signature:

Date:

Counsellor / Psychotherapist:

Date: