

**Psychotherapy & Counselling**

**Client Counselling Contract**

Counsellor: Carey Webb

Contact: 07826 774307

E-mail: [carey@therapycare.co.uk](mailto:carey@therapycare.co.uk)

**About Me:**

I am a qualified Therapeutic Counsellor offering in person, telephone & online / video counselling sessions. I am registered with the BACP (British Association of Counselling Professionals). My membership number is 00964277 and I follow their ethical guidelines, which can be found here; <http://www.bacp.co.uk/>. Please feel free to ask me if you have any questions about this.

**Sessions:**

The sessions we have together will run for 50 minutes and the number of sessions is up to you. I will make sure we have regular reviews so that we can monitor progress made towards positive change regardless of the delivery method chosen. (In person, Telephone or Video / Online Counselling session(s))

**Confidentiality:**

Our session(s) are confidential, which means that whatever is said within a counselling session(s) stays within it. However, there are some exceptions to this.

Firstly, if you were to mention drug trafficking, money laundering or acts of terrorism I would have to take that information to the relevant authorities.

Secondly, if you mentioned or I thought there was a serious risk of harm to you or to

someone else then I would have to take that outside of the session(s) too.

Lastly, as part of the BACP ethical framework which I work within, I have supervision at least once a month. My supervisor has further qualifications and more experience than me. I may take content from our session(s) to help me improve my own practice and safeguard future work. No personally identifiable information will be given directly to my supervisor. This process is in place to keep both of us safe.

**Notes:**

I use notes taken either during or after our session(s) when I go to see my supervisor and these notes are kept in a locked cabinet and / or stored securely online. In line with our GDPR statement they are destroyed / deleted five years after our session(s) finish. My supervisor is bound by the same rules of confidentiality.

**Contact Outside of Session(s):**

In line with our confidentiality agreement, if we were to see each other in the street or outside of counselling session(s), I will not acknowledge you. I leave it to you as to whether we acknowledge each other. If you do acknowledge me, I respectfully ask that this involves a nod or “hello” only.

**Person Centered Counselling:**

I am a person-centered counsellor, which means that I will not offer advice. I may at times offer suggestions, what you do with these is entirely up to you. You are the expert on your life and I’m here to listen. I believe that together by talking things through you may gain better insight into what is troubling you.

**In Case of Emergency:**

If you are feeling distressed between sessions, please call the Samaritans on 116 123 or contact your GP. I do not offer emergency cover.

**Payment and Cancellations:**

Payment is preferred 48 hours in advance of any booked session, however payment can be made during your session, either in cash, by debit card or bank transfer. If you wish to rearrange or cancel a booking this needs to be done 24 hours before the booking. Any cancellations with less than 24 hours’ notice will be non-refundable. If no payment has been made for your session, payment in full will be required.

If you arrive or attend late for a session, your session will run for the remainder of the 50 minutes that you booked. The full fee will still be payable in this circumstance.

For my part I will do my utmost to give you 2 weeks’ notice of holidays or time off. In

the case of an emergency this may not always be possible.

**Contacting Me:**

If you need to contact me to let me know you are running late, to cancel, to book, or to rearrange a session(s), please call or message me on 07826 774307 or email [carey@therapycare.co.uk](mailto:carey@therapycare.co.uk) and I will get back to you as soon as I am available.

**Additional Information:**

If you have any questions / concerns, please do no hesitate to contact me.

**Sign & Confirm Contract:**

By signing this contract, you are agreeing to these terms.

I understand and agree to the above

**Print Name:** ……………………………………………..

**Signed:** ……………………………………………..

**Date:** ……………………………………………..