

## Client consent form

Thank you for allowing me to become a part of your journey of healing, self-discovery and reflection. For our working relationship to be successful, there are a few guidelines that would be helpful for you to be familiar with before we begin. If you have any questions please raise them with me and I will be happy to answer them for you. When you are clear about what you are consenting to, please sign this contract.

### **1: Our first session**

During our first session we will agree to the frequency of your appointments. We will discuss what you hope to achieve from attending sessions, clarify your expectations of me with the view of understanding how we can best work together.

### **2: Confidentiality**

What we speak about remains confidential. Your personal details and session notes are kept in a locked and secure location that only I have access to. At any time you wish, you are welcome to view your file. There are legal exceptions where confidentiality will be broken and they are as follows:

- There is concern that you may harm yourself or others
- There is a child or young person who is in significant risk of harm
- You have participated in a crime
- That a court of law instructs me to hand over your file. For this to happen, a subpoena must be presented.

In compliance to best practice principles and in adherence to the Australian Counselling Association's code of ethics, I attend regular supervision where I may present your case. If this occurs, your identity and personal details will be protected at all times.

### **3: Cancellations**

When you book an appointment with me, other people are prevented from using time allocated for you. A 24 hour notice period is required to either cancel or reschedule your appointment. This can be done by phoning, texting or emailing. Without notification within the required time period will result in being charged the full fee.

### **4: Fees**

I charge \$110 for an individual 50 minute session. For couples, the initial session lasts for 80 minutes and is \$240. Thereafter, each session is \$160. This is payable in cash after each session unless prior arrangements have been made.

## **5: Availability**

Sometimes urgent situations come up that you may wish to discuss. All calls are answered between Mondays to Friday within 2 - 4 hours from 9am – 5.30pm. I am not available Saturday or Sunday. I am available to talk for free for up to 10 minutes otherwise, consultation rates apply. If you are in an urgent situation and require immediate support please phone Lifeline on 13 11 14.

## **6: Continuity**

Continuity of our work together is important as it indicates your commitment to therapy and enables you to gain the most benefit possible for this process. Changing the regularity of the frequency of your sessions is of course possible as you are the best judge of this. This is best discussed during a session so that my availability can be taken into account to meet your expectations and needs.

## **7: Making the most of each session**

Clients who gain the most out of counselling are those who use our time together to increase awareness, learn new skills and be actively involved in gaining what is desired from each session. As well as that, trying out new behaviours in between sessions and taking the time to think about what occurred during our sessions have been proven to be most beneficial. You may find it particularly helpful sometimes after a session to either write about your thoughts or feelings in a journal, or even draw or paint about your experience. You are welcome to share them with me at your next session if you are comfortable to do so.

## **8: Email**

The best way to discuss important struggles is during your appointment. Privacy and confidentiality cannot be guaranteed via email therefore it is used to arrange appointment times only.

## **9: Terminating sessions**

When you feel ready to finish our work together, please share that with me so that we can work out a plan together that best suits your needs. This process may take a few sessions to achieve.

## **10: Out of session contact**

In order to protect our professional relationship, it is best that there be no social contact between us. Should we ever meet in public, I won't acknowledge knowing you unless you direct me otherwise. I will neither respond to nor accept comments on my blog, or Facebook page written by clients.

I have read the terms of the counselling contract. I have discussed any questions or concerns that I may have and am satisfied with the answers provided to me. I agree to the terms of this contract.

Signed..... (Client) Date.....

Signed..... (Client) Date.....

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