



Our Counselling Working Agreement

This working agreement is between Becki Clitsome (Counsellor) and _____ (Client).

The Counsellor

I am a qualified Person-Centred counsellor. I am bound by the code of ethics and practice, and subject to the complaints procedure of the British Association for Counselling and Psychotherapy (BACP) and National Counselling Society (NCS). I am fully insured. You can ask me at any point for more details about this.

BACP Ethical Framework is available [here](#).

NCS Ethical Framework is available [here](#).

Confidentiality and Records

Anything discussed is confidential (not repeated outside of our therapy), the only exceptions to this are:

- If I am requested to provide my notes by a UK court of law.
- If you disclose knowledge of or involvement in terrorism, money laundering, drug trafficking or safeguarding issues surrounding children or vulnerable adults.

I will endeavour to discuss this with you beforehand, unless the law states that I cannot.

I will be making some notes, but your identity will be kept confidential. This is in compliance with the Data Protection Act (GDPR, 2018). I am registered with the ICO. I will also discuss your case in Clinical Supervision. This is where I meet with an experienced and trained supervisor once a month to discuss my cases (on an anonymous basis).

Sessions and Fees

Each session will last for **60** minutes, usually weekly or fortnightly. We will arrange our next session at the end of each appointment. I offer our first session to be £30 where we will go over our working agreement, including the fee structure and our future agreements. Following this each session costs between £10 - £50 dependent on your circumstances and our initial agreement.

There is no lower or upper limit on the number of sessions we have. I will often draw our attention to your original goals/aims and reassess with you how therapy is going for you. You can also ask to review things at any given point.

Cancellation

If you are unable to attend your appointment, please email me at buddingtherapy@gmail.com as early as possible. I ask that you give me 24 hours notice although I'm aware that is not always viable. If I need to cancel a session, I will contact you via email at the earliest possible time. Repeated short notice cancellation may incur a cancellation fee of no more than half the cost of the therapy hour.

If you have any questions or concerns about any of the content of this contract, then please talk to me about it.

I agree that I have read and understood the information above and agree to these terms for counselling.

Name: _____ Signed: _____ (Client)

Name: _____ Signed: _____ (Counsellor)

Date: _____