



Therapy information and contract.

Dear Client,

Please read this carefully. If you agree with the conditions, we will both sign this contract and it will form the basis for our projected work.

Confidentiality

All sessions will be conducted in the strictest confidence and this confidence will be maintained, and applied to any and all records, except in the following instances –

- 1) Where the client gives consent for the confidence to be broken.
- 2) Where the therapist is compelled by a court of law.
- 3) Where the information is 'of such gravity that confidentiality cannot be maintained'. This usually means a situation where the therapist considers the client an imminent danger to others or themselves.

In the second two cases I would always attempt to speak to you first before breaking confidentiality. In the case of my sudden death or incapacity, I have appointed an Executor for informing my clients, ensuring referrals and the destruction of any case notes or tapes.

Sessions may be taped for accuracy of recording purposes.

Because I am not a medical practitioner, it is a requirement of us working together that I have the name and contact details of your general practitioner. If I needed to contact your GP, I would always endeavor to speak to you first.

Therapeutic Principles

While counseling and psychotherapy are generally regarded as beneficial it must be realized that this may not be so in every case.

The therapeutic relationship is based on trust and mutual respect, guided by the client's developmental process. The main purpose of the therapeutic conditions – set time, set fee, ethical framework and so on – is to create and maintain a safe space in which to facilitate this development. The conditions help to create a professional working alliance. The boundaries are set according to the professional organizations I belong to as well as my own experience of what works best for my client and myself.

Various techniques may be used, for example bodywork exercises, guided imagery and dialogue. These are used according to my professional judgement of what may help rather than applied as prescriptions or methods aimed at achieving a specific outcome.

The therapeutic relationship is designed for the growth and development of the client. I see it as my professional responsibility to inform the client if it does not seem to me to be working for their benefit, or if it ceases to do so.

Sessions, payment, cancellations and holidays

We will normally meet as decided together at the same time each week/every other week/ once a month/as needed. It is sometimes appropriate for the sessions to be more or less frequent than this.

Therapy tends to work to the extent that there is commitment and regularity in the arrangement on the part of both client and therapist.

- I therefore strongly recommend that if we enter into a long-term therapeutic contract after the first 12 sessions (see below), we agree to see each other a minimum of 40 times in any one year, if the therapy is weekly.
- The session time is 60 minutes and the fee per session will be \$(Prices: \$50.00 individual, \$75.00 couples, \$100.00 initial intake). Unless otherwise negotiated. I work with the condition that you will pay the full fee for any session that is missed, or cancelled less than 24 hours in advance.

We may agree as appropriate for you to pay me at the end of each session. Receipts are supplied on request.

I will give you advance notice of an increase in fees. This will generally happen, or at least be reviewed, every summer.

Sessions are at regular agreed times. It is not normally possible to rearrange them at short notice. I will do all I can on my part to ensure you are inconvenienced as little as possible through missed or delayed appointments. I will inform you well in advance of any weeks I am away on holiday or for professional reasons and will give a minimum 24 hours notice of any cancelled sessions where possible.

Length of therapy

The therapeutic process may be for an agreed length of time to begin with, but is usually a long-term commitment.

We will start with an initial six-session period. At the end of this we will evaluate the situation and decide whether we will enter fully into the therapeutic contract.

We will either set a specific period for the therapeutic process, such as six months, two years, etc, or we will (more usually) leave the contract open ended. During the period of the therapeutic relationship we will have regular review sessions on an approximately six-monthly basis.

When you want to stop therapy, it is usually appropriate to meet for a mutually agreed number of sessions in which the ending of the relationship can be addressed and accomplished. The number depends on the length and depth of the relationship. An onward referral can be arranged where appropriate.

I reserve the right to vary these contract terms from time to time, in which case I will endeavor to give good notice and time for discussion.

Client's name (please print)

Signature

Date

Signed Lightfoot-Booker, Cleopatra, Clinical Psychologist

Date