

TODD THORPE

THERAPY

Counsellor: Todd Thorpe

Telephone 07428 414 600

Email: todd@toddthorpetherapy.com

This is a mutual agreement, prior to the commencement of counselling. It states the responsibilities of the counsellor and the client within the counselling relationship.

Sessions

Sessions are 50 minutes long and will be weekly unless agreed otherwise. We will continuously review how you are finding your sessions to ensure you are working towards your therapeutic objectives.

If you are late for the session, we can continue the session however the session will end as per the originally agreed timeframe.

If you wish to end our sessions, I ask we have at least one session prior to ending so we can explore your progress and end in an ethically suitable way.

Payments & Cancellation

The cost of each session is £70.00 and must be paid prior to the session starting.

If you need to cancel a scheduled session, please inform me via email or telephone with at least 48 hours' notice from the start of our session. Failure to notify me will mean the session will still require payment.

Payments are to be made via bank transfer:

Starling Bank
Todd Thorpe Therapy
Sort code: 60-83-71
Account: 45713818

In an instance where you fail to notify me of a cancellation, I will attempt to contact you. If I am unable to make contact, I reserve the right to reallocate your reserved appointment slot.

Online sessions

If our sessions are being conducted online via video call, I will require additional information from you. This will include an emergency contact, your full address and your GP's details. This is to ensure if something happens during our sessions, I am in a position to support you.

In the instance our video call or internet connection drops out I will call you via telephone to check in and then aim to send you another video call invite.

TODD THORPE

THERAPY

Communication outside of therapy

I will be contactable via email and telephone during standard working hours 9am – 5pm, Monday – Friday. All communication must be related to us working together in a therapeutic environment. If we see each other outside of the therapeutic settings i.e. in public, I will not make contact with you to protect your confidentiality. If you chose to engage with me, I would respond.

Confidentiality

Sessions are confidential, however in line with professional standards I may share information with my therapeutic supervisor (your name remains anonymous), your best interest is at the core of this decision process. I am a registered member of the British Association of Counselling and Psychotherapy (BACP) and adhere to the BACP Ethical Framework. I may also take some brief notes after our sessions, your data and these records are stored in line with GDPR and ICO standards. You are entitled to see your notes by making a formal request.

Exceptions to Confidentially

If I believe you or another person are at risk of serious harm (including child protection), I may inform an appropriate third party. If appropriate, I will discuss this with you however I reserve the right to break confidentiality without your consent or prior consultation should the situation require urgent action. I hold a legal responsibility to inform the authorities if disclosure is made regarding Drug Trafficking, Acts of Terrorism or Money Laundering. I am legally bound to disclose information if ordered to do so by a Court of Law.

General Information

I am a registered member of the British Association for Counselling and Psychotherapy (BACP). I work within the BACP ethical framework for the counselling professions; further information can be found at www.bacp.co.uk

Counselling can sometimes be a very challenging process and initially you may even feel worse. If this is something you experience, I urge you to discuss this with me, within our sessions, before choosing to cancel.

By agreeing to this document, you acknowledge full understanding and commit to adhere to the terms of this contract.

Signed

Client.....

Date.....

Counsellor.....

Date.....