

Client Contract

This contract outlines the terms of our therapeutic relationship; what you can expect from me and what I expect from you. Please ask before signing this contract if you are unsure of anything.

Fee: The session fee of £80 is due on the day of the appointment to the following account:

Account Name: Nikkie Foster; Account Number: 85846110; Sort Code: 40-47-65.

Cancellation Policy: Outside of exceptional circumstances, you will be charged the full consultation fee if you cancel within 48 hours' notice or you do not arrive for your appointment.

Client - Therapist Boundaries: A key component of successful therapy is that you feel emotionally safe and supported during sessions. The following supports these boundaries:

Late or Early Arrival: Your session will start and end on time. Should you arrive to the online meeting early, you will be admitted to the 'waiting room' until your session time. If you arrive late, I will provide the best service possible in the remaining time and the agreed fee will still be due.

Contact Between Sessions: Contact between sessions will be limited to scheduling sessions. Beyond The Therapy Room is unable to provide emergency support so if you are facing an acute crisis, please contact your GP, A&E or a helpline such as the Samaritans in accordance with your need.

Drugs and Alcohol: Recreational drugs and alcohol can numb emotions thereby reducing the effectiveness of therapy. As a result please do not attend sessions under the influence of such substances.

Confidentiality: The confidentiality of your sessions is paramount and belongs to you. Therefore you are at liberty to disclose any part of your session with whomever you wish. I will keep your confidentiality except under the following circumstances:

1. I am unable to withhold information from the courts.
2. I may be required to breach your confidentiality if I believe you, or another person, is at risk of serious harm or for the prevention, detection or prosecution of a serious crime. I will always attempt to discuss this with you first.
3. I undergo clinical supervision where I may discuss elements of our sessions. In these instances any identifying details are not disclosed.

General Data Protection Regulation (GDPR): As required by law I am registered with the Information Commissioner's Office (ICO) as a Data Controller. There are several elements to the holding of your data:

1. I endeavour to abide by the ICO's guidelines and as a result, all personal information held by Beyond The Therapy Room will be securely kept for 8 years and then securely destroyed.
2. You are entitled to a copy of any of your records upon request and for this service there is a £10 administrative charge.
3. You have the right to withdraw consent to the holding of any of your information.
4. Your signature at the end of this form indicates your agreement to the Privacy Policy. Please read this before continuing.

Working Online: Beyond The Therapy Room works online via the Zoom platform. This has many benefits and some things that need considering:

Before the Session: Before your first session you will receive a link to a Zoom account which will be used for all subsequent sessions. Please keep this link easily accessible for your future sessions.

During the Online Session: Please ensure that you are in a safe, secure and private space free of distractions for the entirety of your session. No one else should be in the room or be able to hear our conversation, except when using a translator. Please turn off your mobile phone, disable any computer notifications and remove any other possible distractions.

Recording Sessions: Zoom allows participants to easily record a session. Should you wish to record the session please let me know and I will ensure the correct 'permissions' are set up in advance. You are responsible for the safe storing of any recording.

Email Communication: Communication via email is easy and quick. It does not, however, come with guaranteed security and for that reason, the email of documents containing personal information will be password protected. A unique password will be sent to you in a separate email.

Guarantees & Medical Treatment: Successful therapy is influenced by a number of complex factors and while most clients experience gains, results between clients can vary. Therefore there can be no guarantees of cure or improvements in relation to a condition or its treatment. These approaches should not be used instead of appropriate medical care and you should always consult your doctor before using any form of self-treatment, complementary or alternative treatment.

Emotional Honesty: Therapeutic progress relies on your willingness to be open and honest about your thoughts, feelings and actions. If this feels particularly difficult, please raise it in your first session.

Session Frequency: Session frequency is important and will be discussed with you individually and flexed according to your unique needs.

Referral to Other Agencies: You may need support beyond what I can provide. If this is the case I will do my best to aid you in finding the most appropriate support.

This contract is compliant with UK law and both parties agree that this service and any issues or disputes arising with in it will be administered and resolved in accordance with UK law. Please sign and return via email in order to consent to therapeutic treatment following these terms and to consent to the Privacy Policy. Please keep a copy of both for your reference.

Client Name:

Client Signature:

Date: