

CLIENT INFORMATION & THERAPY AGREEMENT

Please provide the following information via email:

- Your name –
- Preferred name –
- DOB –
- Phone number –
- Emergency contact name and their contact number –

Please read the following information about my services. If anything is unclear, please ask and we can discuss it. If it makes sense and you agree, please email me confirming that you agree with the conditions.

CONFIDENTIALITY: All information shared in therapy sessions is confidential except when:

- You want me to share/discuss some information with someone else, e.g. GP, psychiatrist, lawyer, parent, partner, employer
- For the purposes of clinical supervision – no identifying details are disclosed in supervision.
- It is subpoenaed by a court – I will let you know if this happens
- To not share the information would put you or another person in physical danger – If possible will try to discuss this with you before sharing my concerns with someone else i.e. GP, police

CLIENT INFORMATION: I collect personal information including name and emergency contact information, plus other details that help me provide a relevant and informed service. I also make notes during sessions. You can ask to see the information I store about you and I will give you copies within five working days.

FEES: If fees are applicable they should be paid in full upfront.

METHOD OF PAYMENT: Sessions can be paid via;

PayPal; mimabeverley@gmail.com

Direct debit (see below) before the session.

Ezy Debit ; Please enquire.

Further sessions cannot be conducted if fees from previous sessions are outstanding.

I can provide a receipt upon payment if requested.

Direct Debit details

Account Name: Mima Beverley

BSB: 124 102

Account Number: 22200496

CANCELLATIONS: I have a strict 24 hour cancellation policy which means if you cancel or reschedule a session with less than 24 hours notice, or you just don't show up, you still need to pay the full session fee.

LATE ARRIVAL: Your session cannot be extended beyond the scheduled finish time for any reason, nor will partial discounts/refunds be offered, if you are late.

If I am late for our session, and we are both available to finish later, the session will run for the normal time of 50 minutes. Alternatively, you will have the option to reschedule the session, or have a shorter session with the fee applied pro rata.

MY AVAILABILITY: Texts using WhatsApp, Signal or Telegram is the best way to contact me. You can send me texts at any time and I will respond during business hours. I don't provide crisis calls.

Thank you for trusting me to support your inner journey!