

Our Counselling Client Contract – Agreeing to Work Together

I Work in a Relational, Psychodynamic, and Humanistic Practice

Open dialogue, relationship, and trust are key to your process. I believe that you are your own expert in whatever you bring. I offer you my counselling and process expertise, and together we discover unique insights and solutions for you - through a professional, ethical, and confidential therapeutic relationship.

Any information that you share with me is your free choice, you are under no obligation to do so.

Your commitment is usually to regular, scheduled, weekly sessions. I also offer alternative ad-hoc, longer, and intensive sessions, whenever issues or timetabling are especially difficult for you. My professional responsibility is to support you, for as long as you remain a client, over the coming months or years.

Self-Care

It is essential for you to consider your own self-care during this time, both in and out of your sessions. Our work is an emotional process, and your feelings may shift 'up and down'. While you are my client, I will be with you during your process. **Please also make yourself aware of any additional support needs:** including your GP, local emergency services, and self-referral walk-in clinics for psychiatric or psychological services. You may choose to end our work at any time. However, ethically, I believe that ending is significant for you, forms a key part of our work, and needs attention and preparation.

Your Privacy & Data Protection

I ask that you read and sign the separate Privacy Policy. All personal information disclosed during a session will usually be in confidence; however, there are some exceptions for you to be aware of:

- **You may be contacted by a person authorised by me**, administratively or if I am incapacitated.

- **In line with my professional ethics**, I undertake regular, on-going, private supervision (consultation).

This is essential for professionally reviewing and monitoring our work, as well as an opportunity for me to gain new perspectives on our process. I use only non-identifying information.

- **If there is cause for concern for your safety or the safety of others**, or I am legally required to do so, I may seek consultation with another professional, such as your GP. This is very unlikely here in Switzerland, as I choose to work outside the medical model. Any such situation would be shared.

I also ask that you do not email me with process work. Any communication out-of-session by email/ phone should be purely administrative for arranging sessions. This helps protect your in-session privacy.

Legal

Our contract is bound by Swiss Law, regardless of our working location(s), and you waive all liability and compensation rights under it. I do not write referral/confirmation letters of session content, offer diagnoses/disorders, or legal opinion. On request, I can provide a list of sessions attended & payments.

Your Fees & Settlement

Private Counselling Fees are: CHF 145 per 50 mins (Individual); CHF 195 per 80 mins (Couples).

My 'Easy Pay' policy offers Package Discounts of 2.5% - 5.0%, when you Pre-pay for multiple sessions.

My 'Social Fees' policy may apply if you cannot attend weekly due to genuine financial hardship.

Fees are Pre-paid electronically, to arrive in my account before your session, or Cash/Card in-session.

Pro-rata fees and expenses may be charged, at my discretion, for additional or excessive out-of-session time, e.g. administration, excessive session coordination/process emails, Home Visits, and Intensives.

I am an 'out of network' practitioner by choice; I do not Invoice, or work directly with Health Insurance.

Cancellation and Non-Attendance

Regularly scheduled sessions are automatically pre-booked in for you 4 calendar weeks ahead.

We agree to give each other as much advance notice as possible for foreseeable changes, e.g. Holidays.

Your agreed fee is payable for 'non-attendance' or 'cancellations' without minimum due notice:

Regular and Ad-Hoc sessions, 1 week; Home Visits/Intensives, 1 month.

If you frequently cancel sessions, then we will need to discuss this in-session. If a session is unavoidably rescheduled by me, then we will find an alternative or your fee will be waived.

Ethically, I can only offer you continued support when you attend, and settle, your booked sessions.

Contact Details & Preferences

Name(s):

Address(es):

Phone(s):

Client Signature(s):

Place and Date:

Contact permitted by:

Phone: Yes Pref

SMS: Yes Pref

Email: Yes Pref

Post: Yes Pref