



Baeotus Therapy

Supervision Agreement

About me:

My name is Samantha.

I am a Counsellor, Psychotherapist, Counselling Student Mentor and Trainee Supervisor registered with the British Association for Counselling and Psychotherapy (BACP). I work within the BACP's 'Ethical Framework for Counsellors', and the BACP Guidelines Good Practice in Action. Information relating to both documents can be found at: www.bacp.co.uk

In my private practice I work face to face, online and on the phone. I worked with clients across all age ranges, from age 11, up to and beyond retirement. I have the fullest commitment to offering an impartial service which is welcoming to all backgrounds in a supportive and non-discriminatory manner, with a commitment to avoiding harm and promoting the wellbeing of clients.

The foundation of my work is based on the Person Centred approach and my offer of supervision is with the core conditions of UPR, congruence and empathy towards you and your clients.

The terms and conditions outlined in this Information Sheet and in the Supervision Working Agreement are subject to annual review, in the light of the BACP Ethical Framework for the Counselling Professions.

Supervision

What does the service offer?

We offer face to face sessions (restrictions may apply) or online clinical supervision that could give you the opportunity to explore and receive support for your practice.

We will agree an 'appointment time'. You will (if requested) be sent a text reminder (SMS or Whatsapp) or an email invite on the day for the time that we have agreed upon. I will then meet you at the time agreed either in person at the agreed space or on zoom or whatsapp calling (previously arranged).

Please send payment 24hrs before the session day and time. If you wish to cancel, please allow 48hrs notice, or full payment will be required. If you have made payment for a session, but are unable to meet at the appointed time, I will retain the fee for the session unless it is due to experiencing an emergency, technological breakdown which prevents us meeting online or my absence. In the event of this occurring, we would discuss how to re-arrange the scheduled appointment. Where a block of four appointments have been purchased these are valid for a period of 3 months. If applicable the services fees are subject to change in line with the beginning of the UK

financial year (April). My current fee is £60 per 1 hour session and £75 per 1.5 hour session, concessions are available.

For bank transfer payments please pay using your initials as the reference to: Samantha Cox

Sort code: 040605 account number: 16271666

Or pay by Paypal: <http://www.paypal.me/BaeotusTherapy>

Cash is also accepted with prior arrangement.

About the way I work

I am an Integrative trained supervisor, and my aim is to create a space that I will be supportive, non-judgmental environment in which you will be given the opportunity, time and space to explore, gain deeper understanding or insight into your client work and professional development. This allows for a process that can foster personal and professional growth. These sessions are designed to support you and therefore there may be times that we discuss personal circumstances as they come up to explore if they are impacting your client work, these sessions are not personal therapy sessions, and I may suggest that you seek personal therapy or sign post you to different organisations to seek additional support for specific situations. There may be occasions where we discuss areas of additional training or CPD.

I would invite you to come to the sessions prepared with ideas, client or other aspect of your practice that you wish to explore and also that you allow some time between sessions to reflect.

If at any time you would prefer to transfer your sessions from 'online' or from 'face to face' (where possible) to the other platform available or change the day and time of your appointments, this would need to be discussed and agreed beforehand.

In the event of a misunderstanding arising for either party, it is advisable that we seek to clarify the cause of a miscommunication and work together to resolve it. As a member of the BACP there is also a complaints procedure that you could also follow via www.bacp.co.uk

Confidentiality and Security

The content of your sessions will not be communicated with any third party except for the purposes of my supervisory supervision of our work. A supervisory supervisor that is a more experienced supervisor and their role is to enable us to explore and identify different ways of working with you and for our professional development. In this instance your identity will not be revealed.

We recommend that the online service we use is Microsoft Teams or Whats app calling due to the security and encryption that both platforms use, this helps to ensure that our communication will not be intercepted by a third party. If you choose our supervision service, we will exchange contact details, we will provide further details after you have completed and returned the agreement document below, to allow us to have a discussion and make arrangements for sessions.

As counsellors we have an ethical obligation to disclose to the relevant authorities, if a client discloses intending to cause serious harm to themselves or to others. If this is the case, we would hope that the counsellor and the supervisor would discuss these thoughts if necessary and hope the counsellor and client would report them together to seek additional support for the client.

We are legally bound to make a disclosure to the police and/or other authorities if a client reveals to a counsellor, that they are involved in activities relating to the child protection act, human or drug trafficking, terrorism or if they believe you are at risk of being radicalised. I would be my responsibility to ensure that these are reported.

If I felt that there was a physical health emergency during a session, I would contact the emergency services via calling 999. This is why I request personal information regarding physical conditions and diagnosis's.

This agreement shall be construed and governed in all respects in accordance with the laws of England and Wales and any dispute or differences in relation to this agreement shall be subject to the exclusive jurisdiction of the English Courts.

All client material is treated in complete confidence and is removed from our computers at the end of a seven-year period in line with legislation after our work together has ended. Electronic records are stored on a password protected laptop and kept in a locked filing cabinet. No identifying names or material is retained on these records as a counsellor ID number is used to replace such information.

In the event that your supervisor is incapacitated, a representative who is a qualified counsellor will contact you and advise you of such an event. If such an event were to occur, they will have access to my contact list only, they will not have access to any other details. They will use your contact details with the strictest confidence and destroy once used. As per our Confidentiality Policy.

Guidelines for Emergency Contact

In the event of an emergency arising for you or a client while we are engaged in working together, please do email or text to arrange a chat or additional session. I will aim to get back to you at early possible time, but if you found yourself in a major crisis and were considering serious self-harm it would be vital to get immediate help. This could include contacting your GP, or your nearest accident and emergency service (A & E).

You could also call the Samaritans on 116 123 or email jo@samaritans.org (email emergency support), access CALM (for men) at www.thecalmzone.net/help/get-help/mental-health/ or Shout a text support service on 85258 by texting the word 'SHOUT'. The National Domestic Abuse helpline 08082000247. All personal information disclosed to these agencies will be kept confidential and would not be used for any purposes other than a counselling record.

You can also find me on national directories and the social media platforms below as well as my website:

www.BaeotusTherapy.co.uk

Directories

Counselling Directory

<https://www.counselling-directory.org.uk/counsellors/samantha-cox>

BACP Counsellors Directory

<https://www.bacp.co.uk/profile/da9d9dba-a84f-e911-a960-000d3aba6816/therapist?location=Aylesbury>

Psychology Today

<https://www.psychologytoday.com/gb/counselling/samantha-cox-aylesbury-eng/889652>

Registered Counsellors

<https://www.registeredcounsellor.com/england/aylesbury/registered-counsellor/samantha-cox>

Facebook

www.facebook.com/baeotustherapy/

Instagram

www.instagram.com/baeotustherapy

Linkedin

www.linkedin.com/in/samantha-cox-543a51137

WORKING AGREEMENT FOR DISCUSSION

It is the Supervisee's responsibility:

- To work within the BACP Ethical Framework for Good Practice in Counselling and Psychotherapy or equivalent for other helping professions.
- To ensure that all helping work is appropriately insured.
- To undertake adequate supervision for all other clinical work being carried out which may not be within the scope of the supervision agreement between supervisor and supervisee.
- To keep the supervisor up to date on clinical hours, difficulties encountered, beginnings and endings of client relationships and personal difficulties which might affect their clinical work.
- To seek text, telephone or email support from the supervisor in emergencies.
- To attend supervision sessions as agreed with the supervisor.
- To inform the supervisor of references and reports required with as much notice as possible and to book additional supervision time to work on collaborative reports.

It is the Supervisor's responsibility:

- To work within the BACP Ethical Framework for the Counselling Professions
- To support the supervisee's work in addressing the needs of the client
- To monitor the relationship between the practitioner and client to maximise the therapeutic effectiveness of the relationship.
- To make myself available for telephone support in the event of emergency (for which I will not charge unless contracted for).
- To offer regular review and feedback to the supervisee concerning their level of competence as a practitioner and to invite similar feedback from the supervisee concerning the quality of supervision.
- To write reports and references for the supervisee as required.
- To ensure that I have appropriate consultative support for my supervision of other practitioners.

If you have any questions regarding the content of the agreement, or would like further information, please contact me at: Baetustherapy@gmail.com or text or telephone: 07771753339