



Darwin Counselling Client Contract

Client Name:

Date:

Goal:

Contract Conditions:

1. Anne Holleley, Registered Counsellor, Member of the Australian Counselling Association, Clinical Hypnotherapist and Havening Techniques Practitioner at Darwin Counselling provides services in the Top End of Australia and also by tele-therapy: video, phone, email and text. I believe everyone can reach their potential through a supportive, safe and empowering journey.
2. As part of providing a service I will need to collect and record personal information that is relevant to your situation. This information is a necessary part of the services provided and guides the treatment. Information is stored using secure electronic systems that adhere to Australian Privacy Laws. If you have further questions, please ask.
3. Privacy: The information I gather is treated in a confidential manner and is only seen by me. The information is encrypted and retained in order to document what happens during sessions and enables me to provide a relevant and informed counselling service. You can ask for your information and ask to review what is on file. Clients have the right to a competent, ethical and professional service.
4. Clients have the right to a confidential service, and exceptions to confidentiality will be with your permission. Please be assured that all information provided in the process of consultation is strictly confidential. Only I can access your session notes and they are encrypted on GDPR standard software. Other than the exceptional circumstances outlined below, no information may be released to others without the written consent from you or your guardian. These exceptional circumstances include the following: -if the counsellor has grounds to believe that serious harm may occur to the client or other people; if the information is subpoenaed by a court; or for the purpose of collaborating with your other health providers.
5. Digital counselling sessions are subject to the same confidentiality.
6. Counselling is a formal and contracted relationship and contact is limited to sessions, emails, and phone calls only.
7. Sessions will run for approximately one hour.
8. 24 hours' notice is required for cancellation of appointments.
9. Clients may be referred to other services to ensure their best outcome.
10. Payment is required at each visit or online session, preferably by card.

I have read and understood this Consent Form and I agree to the above conditions for counselling services.

Signed:

Therapist:

Date:

Date:

