**Francesca Browning**

*Future Insight Counselling*

MBACP Registered Counsellor

Contact: cescawilliams@yahoo.co.uk

Counselling Contract

This is a contract between Francesca Browning and: ………………………………………………………….

|  |  |
| --- | --- |
| Full name: |  |
| Address: |  |
| Telephone: |  |
| Email: |  |
| Emergency contact (name/phone) |  |
| GP name and address: |  |
| GP telephone: |  |

**What is Person-Centred counselling?**

The underpinning principles of the Person-Centred Approach are focused on the counsellor being honest, non-judgmental and fully accepting whilst being fully integrated in the relationship allowing the client to lead and set the pace. I aim to offer these conditions as best as I can during our relationship, offering a safe confidential space with a warm empathic approach to support you and help you untangle your feelings and make sense of emotions.

**Sessions**

Sessions are held online via zoom. I aim to provide a safe and confidential space so that clients are able to:

* Feel heard and openly discuss the issues that are affecting them.
* Negotiate the work they would like to engage in during counselling.
* Ask questions and reflect on the counselling work.

*It is important to note that counselling can be challenging and sometimes, due to the nature of the issues discussed, some clients can feel worse before they start to feel better.*

**Length and Frequency of Sessions:**

Counselling sessions are typically 60 minutes in duration and offered on a weekly basis. This may alter depending on what you are choosing to work on and is negotiable. There are no restrictions to the number of sessions you choose to attend however you may want to set limits as this can encourage you to focus on the issues you are wanting to discuss. I encourage regular reviews typically about every 6 sessions to reflect on this.

**End of the Contract**

Indications and signs that the therapeutic process is coming to an end: recovered inner balance, greater confidence in oneself, capacity to make decisions and face situations when previously feeling overwhelmed, being in touch with one’s own resources and strength.

**Payment:**

Fees are £50 per session. Sessions are paid for in advance.

Payment details:

FutureInsightCounselling (Mettle business account)

Account Number: 19606890

Sort Code: 04-03-33

**Cancellations or missed sessions**:

A minimum of 24 hours’ notice is required for cancellations. In the event of less than 24 hours, the session will be charged at full rate. I will always aim to give you as much notice as possible of any holiday or illness that might prevent me from being available for a scheduled session. I will try to offer an alternative arrangement.

**Confidentiality:**

All sessions are confidential between the counsellor and client (as stated on this form) within the bounds of the BACP ethical guidelines and within the law. Disclosures will need to be made where:

* the client (or any other persons) is perceived to be at mortal risk.
* any person within a vulnerable category (for example, children) are at risk of harm.
* Engagement or knowledge of illegal/criminal activity

**Data protection:**

Client’s personal details are held in line with GDPR. I will ensure that any notes taken are anonymised and do not include any identifiable information. Any notes taken will be held separately from the personal details of the client.

**In an emergency**

Online or phone counselling is not sufficient support if you feel you are in crisis.
Signs of crisis may be feelings or thought about suicide or harm yourself or another. In this case, please consider contacting your local A&E department at your nearest hospital and ask to speak to someone from the crisis team.

If you feel you need immediate assistance you may consider contacting the Samaritans, they are available by telephone on 116 123 or email: jo@samaritans.org

**Declaration**:

I have read and understand the terms of this contract and give my consent to engage in counselling with Francesca Browning

|  |  |
| --- | --- |
| Signed: |  |
| Date: |  |