

Therapy Service Agreement

I am committed to providing ethical, trauma informed and culturally responsive therapeutic services. Please feel welcome to raise any queries or concerns at any time.

Your name & phone number	
Emergency contact name & phone no	
Are there any medical issues or allergies you wish me to be aware of?:	

By booking an appointment you are consenting to these terms and conditions of service.

Appointments

- Standard 50-minute appointments are booked and paid in advance online (availability shown in the online booking calendar). Non-standard appointments may be requested by email and paid by EFT.
- Standard 50-minute therapy appointments are provided by Zoom. The Zoom link is generated automatically and you will find it in your booking confirmation and reminder. Appointments by phone at your request on the booking form.
- You are welcome to reschedule and rebook online – please avoid making changes to a booked appointment within 48 hours.
- Cancellations within 48 hours are non-refundable.

Your therapeutic process

- We work at your pace and discuss the progress and closing of our therapeutic relationship in a way that supports your healing and growth. If you decide we have come close to the end of our collaboration, please discuss with me so we can use the final session(s) to acknowledge and consolidate the work you have done.
- The therapeutic process can be very rewarding and also hard work! Please feel welcome to let me know how you are travelling and if you wish to change the pace or take a break.
- I encourage you to consider keeping a reflective journal (e.g. writing, voice recording) or use your favourite means of expression (e.g. doodling, painting, photography) to support your therapeutic process.
- There are links to free resources are on my website..
- **Crisis services are not provided:** if you require support between scheduled appointments we can discuss relevant referrals and telephone helplines.

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Confidentiality & limits

I follow the Codes of Conduct provided by my accreditation bodies (PACFA, AAOS) and state and federal laws including data privacy, child safety and mandatory reporting. I attend regular training and clinical supervision to sustain my ethical practice (no personal details are disclosed).

Our professional therapeutic engagement is private and confidential with the following exceptions, which I will discuss with you should they arise during our sessions:

- if you disclose (or I identify) a child may be at risk of significant harm (NSW Mandatory Reporter Guide);
 - if you disclose (or I identify) risk of suicide or significant risk of harm to you or someone else; or
 - if I am required by law to disclose information e.g. court-ordered subpoena. (Please let me know if you believe this may be a possibility.)
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Alison Hood

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