

## Alison Hood

### Trauma-informed Supervisor, Counsellor

- Psychotherapy & Counselling Federation of Australia (PACFA)  
Reg. Clinical Supervisor (22304)
- Australian Counselling Association (ACA) Supervisor Level 4, CoS81839
- Australasian Association of Supervision (AAOS) Reg. 0803211
- IAAAN Certified Neuropsychotherapy Practitioner

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www.alisonhood.com.au

ABN 84647121617



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## Therapy Services Consent & Intake Form

I have read and understood this **Therapy Services Consent & Intake Form** and the accompanying **Privacy Policy**. I agree to undertake talking therapy and/or sandplay therapy with Alison Hood. I understand I can change the frequency of appointments or cease attending a service at any time.

Full name	
Preferred name	
Pronouns	
Date of birth	
Email address	
Mobile phone number	
Home address & postcode	
Emergency contact's full name	
Emergency contact's mobile phone number	
Emergency contact's relationship with you	

1. Please let me know of any social, emotional, spiritual, health or wellbeing issues that you consider relevant to our work together:

2. Please give details of any allergies or other issues that may arise during an appointment:

3. Please give details of any accessibility requirements or preferences:

4. Are there any other considerations or issues you wish me to be aware of? Please give details or let me know during our first appointment:

## Therapy Services

### Relational therapy

Please review the relevant website pages and service description and feel welcome to ask me for clarification. I collaborate in therapeutic relationships to provide sandplay therapy and talking therapy services. I use an integrated, culturally responsive and trauma informed approach, drawing on a range of concepts and theories to understand how to facilitate processes of change and growth including patterns of attachment; feminist psychotherapy and contemporary psychodynamic therapy.

Your therapeutic process is unique to you. I privilege relational safety while seeking to hold a nurturing and curious space, supporting your process while you work at your own pace. I am always seeking to learn, unlearn and grow: you can find out more about who and what influences and informs my therapeutic practices by browsing the Resources pages on the website.

### Codes of conduct

As a qualified and accredited counsellor and supervisor, I am subject to a range of professional and ethical codes of conduct maintained by my accreditation bodies (PACFA, ACA, AAOS) and by the state government's code of conduct for unregistered health professionals:

- Psychotherapy and Counselling Federation of Australia (PACFA): <https://www.pacfa.org.au/>
- Australian Counselling Association (ACA): <https://theaca.net.au/>
- Australasian Association of Supervision (AAOS): <https://supervision.org.au/>
- NSW Health Code of Conduct for unregistered health practitioners and health organisations: <https://www.health.nsw.gov.au/phact/Pages/code-of-conduct.aspx>

### Talking therapy (phone or videoconferencing)

- 50 minutes per appointment, booked and paid in advance via the website.
- Frequency of sessions to be agreed: I recommend an initial commitment to three appointments on a weekly basis to support the establishment of our therapeutic relationship.
- You are welcome to contact me to arrange an additional session if needed between regularly scheduled appointments and I will try to accommodate your needs.
- Phone and videoconferencing appointments are provided on the basis that we both:
  - arrange a quiet, uninterrupted and private space for the duration of the session;
  - do not audiorecord or videorecord any sessions, and
  - aim to have reliable connectivity (internet/phone) for the duration of the session.

### Sandplay therapy (inner west Sydney)

- 1.25 hours per appointment. Appointments can be discussed and arranged with me during an initial talking therapy appointment, which is bookable via the website.
- We will discuss and agree the frequency of sessions, which may change over the duration of the service. To make the most of your therapeutic process, I recommend a commitment to fortnightly or monthly appointments.
- You are welcome to book talking therapy sessions (videoconferencing / phone) via the website if required to supplement your scheduled sandplay appointments.

### In an emergency

I do not provide crisis, emergency or after-hours services.

In an emergency, please contact emergency services (000).

Other contacts may include your GP, the emergency department of your local hospital, Lifeline (13 11 14), Mental Health Triage Service (13 14 65) or 1800 RESPECT (1800 737 732).

**Fees**

- Fees for each respective service are published on the website and are payable at the time of online booking (PayPal) or on receipt of my confirmation email (EFT).
- There is a 100% fee for cancellation within 48 hours or failure to attend a scheduled appointment.
- Fees are subject to change: please check the website or enquire before booking.
- You don't need a referral or a Mental Health Care Plan and my services are not available within the Medicare Scheme. I am not registered with any insurance companies and cannot advise about coverage: please check your policy before booking.

**Privacy and confidentiality**

Please review my **Privacy policy** (provided by email and available on the website), which forms part of this agreement. Your right to privacy encompasses confidentiality. Information discussed during our sessions is confidential and may not be shared with anyone without your written permission except when I am legally obliged as a Mandatory Reporter or by subpoena to:

- report a serious and imminent threat to the life, health or property of yourself or another
- report a significant risk of harm to a young person under the age of 18 years, and/or
- release client records to a court of law.

**Supervision and ongoing training**

I have an ethical responsibility to reflect regularly on my therapeutic services and to engage in continuing professional development to maintain currency of practice. As part of my commitment to ethical practice, I attend clinical supervision where I deidentify all personal information about clients and service participants.

➤ **Last updated 22 May 2025**