

Consent and Confidentiality Policy

At Yorkshire Counselling Psychology, we prioritise the privacy and confidentiality of all client information in accordance with GDPR, the Data Protection Act 2018, and ethical standards in psychological practice.

1. Informed Consent

Clients are required to give informed consent before any assessment or treatment begins. We ensure that clients:

- Are fully informed about the nature, purpose, and implications of the services.
- Have the opportunity to ask questions.
- Can withdraw consent at any time.

2. Confidentiality

All personal and health information shared during therapy and assessments is treated with the strictest confidentiality. Information will only be shared with others under the following circumstances:

- With the client's explicit consent.
- When required by law or in cases of safeguarding (e.g., where there is a risk of harm to the client or others).
- If requested by another healthcare provider involved in the client's care, with client consent.

3. Data Security

All client information is stored securely using:

- Encrypted systems such as OneDrive (protected with two-factor authentication).
- Semble Clinical Management System for securely storing health records, scheduling appointments, and managing case files.

4. Exceptions to Confidentiality

There are instances where confidentiality may need to be breached, including:

- When there is a risk of harm to the client or others.
- When disclosure is required by law or by the courts.

In such cases, we will inform the client of the intended disclosure where possible.

5. Client Rights

Clients have the right to:

- Access their records.
- Request amendments to inaccurate information.
- Withdraw consent at any time.



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- Request that information not be shared with third parties, although this may impact the services provided.

6. Review and Amendments

This policy is reviewed annually to ensure it remains in line with current legal and ethical standards.

For any questions or concerns regarding this policy, please contact us at:

Yorkshire Counselling Psychology

contact@yorkshirecounsellingpsychology.co.uk

Last updated: 09/10/24