***Avalon a place to heal***

**Counsellor and client working contract (CBT)**

This working agreement sets out the following guidelines to be agreed on by both Client and Counsellor to ensure clarity regarding counselling sessions. The contract is designed to ensure that the counsellor works to COSCA approved standards in a professional and ethical manner.

**Confidentiality**: Any information disclosed in the counselling session is kept confidential and will not be shared by the counsellor with any third party. However the counsellor will discuss the session content with his supervisor for training purposes.

Confidentiality will only be breached if information is disclosed which highlights a risk to a child or vulnerable adult. In the case of information being disclosed regarding criminal activity the counsellor has in both instances a duty to report this information to appropriate authorities. The counsellor will discuss this with the client and supervisor before taking any action.

**Agreed no of sessions**: The number of counselling sessions can be negotiated and agreed by both the client and counsellor at the start and at reviews. A review can be held at the end of the third session.

**Length of session**: Each session last 50 minutes

**Cancellation:** Cancelled session need 24 hours’ notice, a fee of £15 will apply if sessions cancelled within the 24 hour period. **Fee:** £40:00 (Payable on the day)

**Data protection:** All written and recorded work will be stored in locked cabinet. Any recordings will be erased after counsellor supervision in line with the data protection act 2018.

**I agree to the terms of this contract.**

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| --- | --- |
| **Counsellor Name**  | **Client Name (S)** |
| **Date:**  | **Date:**  |
| **Signed**  | **Signed** **Signed**  |