



Samantha Byron Counselling

Email: samanthabyroncounselling@gmail.com

Website: www.samanthabyroncounselling.com

Tel: 07830 919 820

COUNSELLING CONTRACT

Counselling

Counselling is a type of talking therapy that allows a person to talk about their problems and feelings in a confidential and dependable environment.

I believe that in order for things to improve for my clients, warmth and genuine understanding are paramount. My role is to listen and encourage in an equal relationship. I work hard to listen, accept and to understand my clients. I also ensure that clients are offered a confidential and safe environment where they can explore feelings, circumstances and relationships in an open way.

I am Integrative trained, and use various techniques in helping my clients make sense of their world. My approach to therapy aims to enable clients to experience a genuine and caring relationship, where they can reach a deeper level of understanding about who they are, as well as the experiences and relationships they have had. When appropriate I use the psychodynamic model to explore how these experiences have had an impact on my clients and ways to move forward. I am careful to maintain a positive attitude and to attend sensitively and accurately to my client's needs. I am committed to providing the best for each individual.

Working with adults and children I use a variety of therapeutic tools, including play therapy to engage in difficult issues. I have found cognitive behavioural therapy works extremely well however the approach I use in my counselling sessions are adapted to suit my client's needs.

Facebook: <https://www.facebook.com/samanthabyroncounselling/>

Linkedin: <https://uk.linkedin.com/in/samantha-jayne-byron-67745082/>

Twitter: SamanthaJayneByron@samanthabyron2

Commitment

Commitment to your therapy is a vital part of the work that we do together. Taking this into account it is really important to try and attend your appointment on a weekly basis. This will mean that you get the most out of our work together.

Initially I ask you to commit to attending eight (8) paid sessions with me, and then if you are happy to continue we would then work on an open-ended basis. (This means no set end date). These eight (8) sessions do not include cancellations or holidays.

When the time comes to end your counselling (minimum after 8 weeks) this is something that we can discuss together in our sessions and work towards. Should you wish to end your counselling at any point I ask for at least two weeks' notice.

Confidentiality

Our work together remains completely confidential and I will not discuss what we talk about in sessions outside of the sessions. There are however some exceptions to this.

- I attend supervision to discuss the work I do with my clients. This is to ensure that you receive the best possible service. Please note however that everything discussed in supervision is anonymous and kept confidential.
- I would only ever break your confidentiality if I felt that you were at risk of hurting yourself or anyone else. Before doing this however, I would aim to discuss it with you first.
- I keep all your contact details on file, as well as an emergency contact and GP details. These are all confidential and will be shredded after our work together has finished.

Ethical Standards

I am a member of the BACP (British Association for Counselling and Psychotherapy). I abide by their code of ethics and constantly ensure that I am practicing ethically and appropriately. If you ever have any concern about my practice then you can complain to the BACP and they will investigate your complaint accordingly.

I keep written notes of all our sessions together. These are totally confidential and are shredded three years after our work together has stopped.

I am also a member of the (UPCA) University psychotherapy and counselling association as I am currently completing my Doctorate in Counselling and Psychotherapy.

I have full public liability and professional indemnity insurance.

General Data Protection Regulation (GDPR) and the Information Commissioner Office (CIO)

All personal data is collected in accordance with the ICO and GDPR.

Such personal data will be stored and protected under the guidelines of ICO and GDPR.

All records are stored in a lockable cupboard and any electronic data in a protected folder. Personal telephone numbers are kept on my mobile phone and emails sent via a password protected address. If you require more information on your records and data or if you have any questions, please ask. By signing the contract, you agree to your data being stored and used in accordance to the ICO and GDPR.

For more information please visit <https://ico.org.uk/your-data-matters/>

Sessions

Face to face sessions are between 30 - 50 minutes long for individual work, 60 minutes long for couple's work. Sessions will be every week at a day and time suitable to both of us. It is important that we keep to these appointment times.

Skype and telephone sessions are available for clients over the age of 16 years and last between 40 - 50 minutes.

If for any reason I have to cancel a session I will provide you with 48 hours' notice. Likewise, I will expect you to give me 48 hours' notice if you are unable to attend. Where 48 hours' notice is not given, I will charge for the cost of the session. (Any exceptions to this charge are at my discretion e.g / illness)

If more than 48 hours' notice is given for a cancelled session, there will not be a charge. I will also offer you other appointment times during the week, and we can aim to re arrange your session.

I will give you a minimum of 4 weeks' notice of any planned holiday dates when I will be unavailable. I require (where possible) at least 2 weeks from you of the same. (Holidays are not charged for).

Counselling fees for private paying clients

Children under 10 years old: £45 for 30-minute session / £55 for 40-minute session.

Young person and adults: £65 - £75 for 50-minute session.

Family session: £75 - £85 for 60 minutes.

£85.00 for couple's sessions for 60 minutes,

We may agree to a lower fee for your counselling depending on your circumstances. This can be discussed at assessment.

Counselling fees for insurance claims

Medical Insurance and Employment Assisted Program (EAP) payments are accepted. Please ask for further details on current rates.

Psychological reports / written assessments

Psychological report £65.00

Assessment letter £45.00

Other services

I will charge the same hourly rate on a prorated basis for other professional services you may require. Other services may include reading reports, telephone conversations exceeding 15 minutes, attendance at meetings, consultations with other professionals upon your request,

Facebook: <https://www.facebook.com/samanthabyroncounselling/>

Linkedin: <https://uk.linkedin.com/in/samantha-jayne-byron-67745082/>

Twitter: SamanthaJayneByron@samanthabyron2

and preparation of records or treatments.

Litigation

If you become involved in litigation that requires participation, you will be expected to pay for the professional services, even if they are required to testify by another party.
(Current fees are £95 per hour for preparation and attendance at any legal proceedings).

I reserve the right to increase my fees slightly on an annual basis.

Please pay cash weekly or alternatively make an online bank transfer each week into the following account, entering your name as the reference.

Account number 46662868, Sort code; 77-40-42

If you don't pay for your sessions, or regular cancel / don't attend them, then I reserve the right to terminate our work together.

Private fees: Yes No

Invoice to medical / health insurance company: Yes No

Signature Counsellor Print name.....

Signature Client Print name.....

Paying privately:

Invoice to medical / health insurance:

Sessions agreed

Date.....