

## **Contract for Havening / Counselling**

This is a mutual agreement made this day \_\_\_\_\_ between Marilyn Hawkins (the counsellor) and Name: \_\_\_\_\_  
Contact telephone number \_\_\_\_\_  
(the client) prior to the commencement of the first session. It will remain in force for subsequent sessions unless superseded by a later agreement. It sets out the responsibilities of the counsellor and the client in the context of the therapeutic relationship.

### **Sessions**

There is a free 30 minute introduction session where we will decide if we are able to work together, and to plan our way forward. Following this  
The initial session is 90 to 120 minutes duration.  
Follow up sessions are 60 minutes duration.  
The number of sessions is determined by the clients' progress; however to be reviewed after 3 sessions.

### **Fees**

These need to be paid at the time of booking by Bank Transfer or PayPal  
Initial 90 to 120 minutes = £75  
Follow up 60 minutes £45

### **Cancellations**

Over 7 days rebook or refund  
2 – 7 days rebook  
Less than 2 days charged in full  
Sessions will not take place if the client is under the influence of alcohol or any substance to an extent that would render them incapable of driving legally in the UK, and under these circumstances the client will be deemed to have cancelled without notice.

### **Confidentiality**

Confidentiality is a key aspect of any counselling relationship. Everything discussed in the sessions is kept in the strictest confidence.  
I follow BACP (British Association for Counselling and Psychotherapy) and CAM (Complementary and Alternative Medicine) code of Ethics and Practise.  
I have the responsibility and commitment to work under regular supervision and I will take relevant issues from the counselling relationship into supervision, where I will take care to preserve clients' anonymity.

In exceptional circumstances confidentiality may be broken. these circumstances include, but are not limited to;

1. Where you the client give consent
2. Where I feel there is a risk of harm to you or a third party, in such cases I will aim to first gain your cooperation and permission.
3. Where I am legally compelled by a court of law.
4. Where I am legally required to inform relevant authorities, such as terrorist activities, drug trafficking, or abuse of a child or vulnerable adult.

### **Provision of Support**

I do not offer crisis support on a 24 hour basis and our contract is only for our booked sessions. If you feel that you need to speak to somebody urgently please contact your GP .You can also talk to The Samaritans nationally on 116123 or you can email them using [jo@samaritans.org](mailto:jo@samaritans.org)

Briefly explain the issues you would like to discuss for counselling.

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Have you had counselling before? If yes, briefly explain the reason for the support and what you felt was the outcome.

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Are you currently receiving any support? If yes, briefly explain what support you have. Please include family members, friends or organisational support.

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