



## Counselling Agreement

This is an agreement between a *Positive Horizons counsellor* and .....  
*name*

Our initial agreement is to meet for ..... sessions on a ..... basis.  
*number* *period*

### Fees & cancellations

Sessions cost £40 per session. Each session lasts an hour.

This fee is payable for cancelled sessions, unless at least 24 hours notice is given. Sessions cannot be extended beyond the scheduled period and if you do not arrive within 20 minutes of the agreed appointment, this will be considered a cancellation.

Counselling usually continues beyond the initial agreement and the same arrangements will apply.

### Confidentiality

Our work together remains completely confidential.

Exceptions to this will be if required to do so by law or in order to protect you or another person from significant harm. In all cases any decisions would be taken in consultation with my supervisor, and you will be informed.

My work is conducted according to the *Ethical Framework of Counselling* of the *British Association of Counselling and Psychotherapy* (BACP), with whom I am a registered member. As such my work, excluding identifying matters, is supervised by a professional supervisor. Your personal information (your address, telephone numbers etc.) is known only to me.

### Complaints

In the event of a complaint or dispute, clients are invited to raise this with my supervisor (details available on request). If this doesn't provide an acceptable answer please contact the BACP at [www.bacp.co.uk](http://www.bacp.co.uk).

Signed: .....  
*counsellor* *client*

.....  
*date* *date*

Full details of our terms and conditions are available on our website.