



**AGREEMENT FOR POST-CULT COUNSELLING<sup>HVC</sup>**  
**COUNSELLING/PSYCHOTHERAPY/TELEPHONE COUNSELLING and GROUP**  
**WORK (Counselling)**

**Between: (the client) and  
Hope Valley Counselling Limited**

**Dated**

1. Hope Valley Counselling Limited will provide the services of the counsellor. This will be Gillie Jenkinson unless otherwise agreed between us.
2. The client and the counsellor will have sessions as agreed between us.
3. We will regularly review the progress of counselling/psychotherapy/telephone support.
4. The cost of the sessions will be £\_\_\_\_\_ per one hour for Therapy. Room Rental may be additional to this fee. A minimum of three months notice will be given in writing of any fee increase.
5. We agree to give as much notice as possible if a Therapy session is going to be missed for whatever reason. A session/s will be paid for unless the client lets the counsellor know by the evening (9pm) of the fourth day before the session.
6. The counsellor will wait for 10 minutes only for a booked telephone session and if the call is missed the session will still be paid for.
7. The counsellor is a member of The Sherwood Institute and UKCP and adheres to their code of ethics, a copy of which can be accessed at <http://www.spti.net/members.htm>.
8. All information disclosed to the counsellor is confidential. There are, nevertheless, some circumstances where confidentiality may need to be broken:
  - a. Where the client gives consent for that confidentiality to be broken.
  - b. Where the counsellor is compelled to do so by law.
  - c. Where the counsellor needs to discuss the client in personal supervision or therapy.
  - d. Where the information given causes the counsellor to believe it is in the interest of the client and/or others (in accordance with the code of ethics) e.g. where the counsellor has occasion to believe there is a risk of harm to self or others.

9. Tony Jenkinson, Director of Hope Valley Counselling, provides confidential support to Gillie Jenkinson by way of consultancy, accounting and administration, as does his secretary.
10. The counsellor will keep confidential records of counselling sessions and supervision which are kept in a lockable filing cabinet.
11. The counsellor will occasionally need to tape sessions. This is in order that her supervisor can monitor her practice and not in order to gain information about the client.
12. I the client give permission to the counsellor to occasionally, and *when mutually agreed*, tape my face to face counselling/psychotherapy sessions. I also agree that the counsellor may use (anonymous) case material for the purposes of supervision, assessment, personal study and research. All the rules of confidentiality will apply to the safe-keeping of the tape.
13. I the client agree not to harm the counsellor, or anyone else, nor wilfully damage any property while I am in the counselling process. I also agree to discuss with the counsellor, as far as possible, any desire to harm myself. I also agree I will not attend counselling sessions intoxicated in any way and will inform the counsellor of any changes in any medication I may be taking.
14. The client's Doctor is called:.....and can be contacted on.....
15. If I, the client, have any complaint about the Therapy I will, in the first instance, take it up with the counsellor both by discussion and in writing. If there is not a satisfactory conclusion I have the right to bring the complaint, in writing, to The Sherwood Institute, 2 Thiskney House, St. James Terrace, Nottingham NG1 6FW. The only complaints that will be dealt with are those concerning failure to comply with the code of ethics.
16. It is not always possible for the counsellor to reply right away to texts and emails, either because she is away or otherwise committed. If there is a delay in responding, this should not be taken to reflect any lack of care or interest.
17. I, the client, agree to complete tasks agreed on within the session and I acknowledge it is important that any books or tapes borrowed should be returned in the time agreed and in good condition.
18. I, the client, realise the counsellor cannot change my life for me; that it is my responsibility to act on the ideas that come out in the counselling. Counselling can be hard work and distressing and the outcome is not guaranteed.
19. We agree that if we meet outside the session we will not engage in conversation, although we may acknowledge one another with a smile.

20. I, the client, agree that I will not see another counsellor or psychotherapist for the duration of this counselling agreement.

21. I, the client, understand that I have the right to pull out of Therapy at any time although it is generally expected that weekly clients will give four weeks' notice when terminating this agreement.

SIGNED..... (the Client)

SIGNED.....

(Director) for and on behalf of Hope Valley Counselling Limited

*What I, the client, want from counselling and from the counsellor. (This statement is made at the beginning of the counselling agreement in order to **create some focus.**)*