



Carole White
Counsellor

INFORMATION FOR CLIENTS

At our initial meeting we will decide whether we would like to work together and contract to meet for a fixed number of sessions at a regular time each week. There will be no charge for this initial assessment.

Confidentiality will be assured in our work together. All information about clients is kept in a locked filing cabinet and not on a computer. I will check with you at our initial meeting where you would like me to contact you and leave messages if necessary.

As a member of the British Association for Counselling and Psychotherapy, I am bound by its Ethical Framework for Good Practice. This requires me to attend regular supervision, to discuss any issues arising in my work. You would never be identified in supervision.

The exception to this confidentiality would be if I considered you were at risk of hurting another person or if you disclosed anything relating to a breach of the Children Act 1989, the Terrorism Act 1989 or the Drug Trafficking Offences Act 1989. Should I need to report any such concerns, I would try to discuss my intentions with you first and speak to my supervisor.

We will make a verbal contract to meet for a number of sessions at the agreed fee. Before the end of these agreed sessions, we will review our work and decide together whether to continue for longer. The final session of counselling is an important part of the process, so it is beneficial to both of us if this is planned. However difficult you may find the work, I will provide you with the support you need to achieve a planned ending.

Sometimes gaps in regular appointments are unavoidable. Please try to give 48 hours notice if you need to cancel. The normal fee will be payable for sessions cancelled at less than 24 hours' notice. If you miss a session without ringing me, I will contact you at a pre-agreed number.

Sessions will last for one hour. Should you arrive late for an appointment, we will only be able to work until the agreed end-time, as other clients may be waiting.

My telephone number, 07934 489871, is usually set to take messages, as I switch it off when working with clients. Please leave me a message and I will return your call.

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