



Adrian Spear – Mind Management & Counselling

Counselling Agreement

The purpose of this agreement is to outline the boundaries and responsibilities in relation to our therapy sessions.

Duty of Care – The counsellor has an obligation to avoid acts or omissions which could be reasonably foreseen to injure or harm the client. This means that I, the counsellor must anticipate risks and take care to prevent the client coming to harm.

Confidentiality – What is spoken about between client counsellor is kept between them. I, the counsellor may consult with a supervisor about the client's concern, but the client's name will not be used as a reference.

Mandatory Reporting – There are two instances where the counsellor must by law give client information further. They are suspected or known Child Abuse or neglect or when the law courts ask for this information.

Informed Consent – The client needs to give the counsellor permission to keep case files so that these can be referred to at future times. These written materials will be always kept secure.

Counsellor's responsibility – to listen to client and suggest possible ways that the client could improve or remove concern. To supply other relevant information to help client.

Clients responsibility & rights – to either use the suggestions or not use the suggestions. The client has the right to continue the counselling sessions or not. The client can ask for more information and lodge a complaint with a counselling association if wanted.

Health Care Complaints Commission 1800 043 159 or hccc@hccc.nsw.gov.au

Sessions – I allow 1 hour for each session at a mutually agreed time. I keep this 1 hour free for you, so if you don't arrive or arrive late, I can see you for the rest of that allotted hour. I am contactable by email or phone. If I do not answer, please leave me a message and I will come back to you as soon as I can. The number of sessions will depend on the client situation and concerns.



Adrian Spear – Mind Management & Counselling

Fee and Cancellations – The fee is \$150 per session unless you have paid for a programme. 24hrs notice of cancellation is required or a \$150 cancellation fee will be charged. As you can appreciate it would be hard to refill the time slot within 24 hours. Our best will be done to reschedule if you are ill and need to cancel. Payments are to be made at the end of each individual counselling session either in cash or via EFT.

Non – Registered Health Practitioner

Unfortunately, the government does not recognise counsellors as registered practitioners. Therefore, Counsellors like me do not qualify for the referral based 6 free visits from your GP. Consequently, you cannot claim this service with your private health insurer either. If you are a business owner who is partaking in the self-improvement programme then fees may be tax deductible, but check with your accountant first.

Endings the counselling relationship – Sometimes it may feel like the therapy is not helping you. If this occurs, it is important for you to bring this to the counsellor's attention so we can discuss it rather than abruptly ending the sessions. Please give 1 weeks' notice before finishing the sessions so we can discuss your decision. Absolutely no pressure will be put on you to continue. You will generally know and or feel when it is time to finish therapy.

Both the counsellor and client have the right to end the counselling relationship. The counsellor may believe that the client should be referred to another counsellor, doctor, or mental health professional. This will be firstly discussed with the client before acting.

Client's name:

Client's signature:

Date:

Counsellor's Name: Adrian Spear – Mind Management & Counselling

Counsellor's signature:

Date:



Adrian Spear – Mind Management & Counselling