

# Chris Moseley Access Therapy

<https://www.access-therapy.org>

[AccessTherapy@outlook.com](mailto:AccessTherapy@outlook.com)

This sheet sets out my terms and conditions for therapy. Please read it carefully; but I am also happy to discuss any aspect with you.

## **Confidentiality**

Sessions are completely confidential except:

- if I feel you are a risk to yourself or other people
- when I might be legally required to break confidentiality, for example by a court of law or relevant regulatory authority
- within supervision sessions (I talk about my client work but anonymously, so nobody is identified) – see below for more information on supervision

If at all possible, I would first discuss with you any need to break confidentiality. We can discuss these issues further during the assessment session.

## **Fees**

I provide therapy that seeks to be accessible to a wide range of people; I charge between £25 and £50 for a 1-hour session; or equivalent in other currencies. I ask you to think about where you fit on this scale, and we can discuss this together before agreeing the fee. We will agree the appropriate fee before we begin working together.

## **Payment**

You should pay by bank transfer in advance of each session. I ask you to pay double on the first session, and I will retain the extra weeks' payment to cover your final session. I will send you a receipt for this first double payment. My bank account details are:

HSBC Account

Beneficiary: Christopher Moseley

Sort code: 40-45-06

Account: 11097725

**Cancellations**

Cancellations less than 48 hours before the session need to be paid for. If you know you won't be able to make a session, please give me as much notice as possible. If I have to cancel, I will give you as much notice as possible and you will not be charged.

**Holidays**

I will give you written notice of my holiday dates well before they arise. You should also let me know about your holiday dates at least two weeks in advance.

**Time limited or open-ended sessions**

I can work with you for a fixed number of sessions or in an open-ended way. Sometimes people like to agree an initial block of sessions, before moving to an open-ended arrangement, where we continually assess together whether therapy is still beneficial. We can discuss this at the assessment session to find out what works best for you.

**Commitment**

Research into effective therapy shows that it is important to attend sessions regularly to benefit from therapy. If issues arise or you feel that the therapy is no longer beneficial, it is best to raise this as soon as possible, so that we can address the issue and work through problems together. Of course, you can end our sessions at any time, but in order to get the best results from counselling, it is best to commit to therapy until we have fully addressed the problems for which you initially sought counselling. You should also be prepared to be as open and honest as possible in sessions.

**Ending Therapy**

Endings are important. Sometimes the run up to ending can be the most therapeutic. If you want to end therapy, we should talk about it and prepare for ending.

**Supervision**

I receive regular supervision from an experienced therapist and supervisor; this is normal practice for therapists and allows me to discuss my professional practice, ensuring I am offering you the best possible service.

**Contact**

You can contact me by email or by sending a WhatsApp or text message. I will share my number with you when we start working together.



**Chris Moseley**

**Information I collect and hold about you**

On starting therapy, I collect basic personal details about you, which I keep on an index card in a lockable box. This is not accessed by anyone else.

I also keep notes about our meetings which are for my use only. These notes contain no personal details, and do not enable you to be identified.

My usual contact with you will be an occasional text or email to make arrangements or to exchange information. My mobile phone is passcode accessed and my computer password protected.

**Death or incapacity**

In the event of my sudden death or incapacity I have made arrangements for my supervisor to have access to your contact details so that you can be informed appropriately. I never share any of your personal details beyond this necessity (except where I might be required to do so – see ‘Confidentiality’ above.)

**Your rights under EU General Data Protection Regulation**

You have rights relating to the information I hold to verify their accuracy or to ask for them to be supplemented, deleted, updated or corrected. You also have the right to request a copy of the information that I hold about you.

**Data retention**

I will hold your details and session notes for a period of 7 years following the end of our work together, to comply with legal obligations that are placed upon me by my insurers.

**Sharing of data**

There might be times (exceptionally) where your information needs to be shared with 3rd parties (see confidentiality above). I will always make every effort to explicitly ask your consent before doing so.

**By signing this form I agree to the above terms.**

Name:

Sign:

Date: