



Providing A Safe Place to Work Through Life's Issues

COUNSELLING CONTRACT

I believe in the power of the therapeutic relationship, and working through issues through talking, re-framing and working through feelings, emotions, thoughts and behaviours that might be harming to yourself and perhaps to others.

My aim is for us to work together in the counselling room (and sometimes via scheduled Skype, telephone or email contact) to get you back in control of your life – I work with each person as an individual with their own stories and problems that need an individual, person-centred approach.

We will work at your pace, and I will ensure that we are kept safe in the room and during the harder times – sometimes things will seem to get worse before they get better.

I trust in the therapeutic process, and in the inner strengths of my clients, and believe that together we can move to a better space in each of their lives.

Do read through this whole contract for my terms and conditions, as well as the sections that are specific to your counselling relationship with myself, as well as data protection, ethical framework, and crisis support.

Visit my website to find out more on how I work and the services I offer

<https://karinbrauneronline.co.uk>

LENGTH OF SESSIONS: Each session is 50 minutes long

LENGTH OF THERAPEUTIC PROCESS: It is dependent on the goals of the client, and can be agreed at the first few sessions. The client is entitled to end their process at any time, and considering the importance of endings for our therapeutic relationship, all I would ask is to have an ending session.

For therapy to be effective, a commitment of either weekly or fortnightly sessions is recommended. We can re-contract given the individual client's circumstances and work patterns.

Contact between sessions is fine, and sometimes necessary, but should be limited to arranging or rearranging sessions, requesting extra sessions or brief scheduled email/phone exchanges, but most of the work will happen within the scheduled sessions.

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

Whilst counselling can be hugely beneficial to a client's well-being, the therapist gives no guarantee that the therapy and provision of services will result in an improvement to the client's mental/physical condition or general well-being (Cristofoli, 2002).

PAYMENT OF FEES:

- If paying by bank transfer or online, please ensure payment reaches me at least 12 hours before the session. If payment is not received in this time, I will send a reminder.

Note: your bank details will be visible in my bank account, but they will not be passed on to any other parties, as per my privacy policy.

- I accept bank transfer and paypal payments to k.brauner.counselling@gmail.com.

My fees are as follows:

Individual Therapy- £60
Student Fees: £40
(all fees include the initial consultation)

Fees will change at my discretion, with two months' notice to current clients.

LATE CANCELLATION/DID NOT ATTEND: The full fee will be charged if the client doesn't cancel 24hrs prior to the session time. This also applies if the client didn't attend the session without cancelling.

RESCHEDULING A SESSION: If you would like to reschedule a session for the same day or week of your scheduled session, it needs to be outside of the 24 hour window of cancellation (Example: If your session is at 4pm on Wednesday, you must reschedule before 4pm on Tuesday). No additional fee will need to be paid in this instance.

However, last minute rescheduling, or rescheduling within the 24h late cancellation window, will mean you will need to pay the full fee and schedule another session.

***** I work Mondays, Tuesdays and Thursdays from 11am to 8pm (inclusive) *****

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues



KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

Online Therapy

Online therapy offers an opportunity to access counselling when having difficulties with leaving your house for any reason, or when distance from the therapist means this is the best way to work on your issues.

It is also a great alternative to working face to face and is, in my experience, just as effective.

A few things need to be addressed when working online:

- If you are vulnerable due to your psychological state or due to social isolation, I might recommend that you seek counselling face to face or seek additional support from local professionals – such as your GP, a psychiatrist, or your support system.
- Services such as Samaritans and other local agencies might be able to help between sessions and if you require emergency support for any reason.
- I will require your contact details, next of kin and GP details in order to keep you safe and also to practice within ethical and professional standards. I will only contact the people in your contact form where deemed necessary and with your consent – unless it is an issue mentioned above (child protection, terrorism, harm to self and others).
- Data protection applies especially when working online. I set out my ICO and Data protection policy below.
- I am covered to work with international clients. The work I do with clients outside the United Kingdom is undertaken in accordance with the laws of this country. Any disputes will be subject to UK law.
- The use of online platforms allows for the possibility of Trojan's accessing our conversations – a good antivirus and malware protection is therefore advised.
- If technology fails us for any reason, we can continue the session via mobile, which you can ring at 07807925589. If we can't reconnect for any reason, we can reschedule for another time when technology is working again.
- Skype occasionally record sessions to monitor terrorism, therefore please refer to their Privacy Policy to ensure you are happy with these procedures.

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

***** IF YOU ARE IN CRISIS *****

Please read the Crisis sheet for services available 24/7.

It would be difficult to hold a session when you are in crisis, so the goal in these situations would be to support you to get the local help you need rather than try to do any therapeutic work at this point, which we can resume in due course.

Online clients

- There's a difficulty in giving the same support as if you were in the room with me.
- **You will need to write in your GP details including phone number in the contact details form, and clearly provide your home address so I can direct emergency services to you if needed.**
- In case you have someone with you where you are, they can call the services required (as listed above) and keep in touch with me with updates.
- I can support you in the meantime with staying on the line with you while you call for in-person support- as much as I can, I might have other appointments to attend to.

EAP- Employee Assistance Programme Contracts

If you have been referred by an EAP, I am bound by my contract with them regarding the practical aspects of the work.

Regarding the work we do in the sessions, the same confidentiality and privacy conditions remain as written in this contract.

Some EAPs require forms to be filled by the clients at certain points of the sessions, as well as writing a report at the end.

For this report, I will be asking you, my client, what you would like me to write. It can be very brief and therefore keep your confidentiality safe.

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

Couples Counselling

I offer couples counselling, which can include a mix of couples and individual session when issues arise for each partner that they might want to discuss apart from their partner.

Couple's therapy is a bit different than if you attended on your own. There are more things to take into consideration – turn taking, sometimes one partner might have more time to talk in one session but it will balance itself out in the next one, I will also endeavour to make it as equitable as possible.

Both parties need to be prepared to hear and say some difficult things, these will be necessary in order to get your relationship back on track – or make that difficult decision that might be looming.

It takes time to see progress, and patience will be a great part of the therapy's success. I can only facilitate and point to areas that might need work.

I will not advice on what you need to do in regard to your relationship. I will help you gain clarity, insight and understanding of what led you to this point in your relationship and help you find the best way for you to regain the relationship you once had.

Young people and Children

When working with young people and children, the cooperation of the parent(s) or carer(s) is essential for the process to fully work. Parents and carers are the main models in a child's life, including the counsellor they will be seeing and trusting with their feelings and difficulties in expressing what they might be going through.

Therefore, input and support from parents is essential. As adults, we have learned, through better or worse circumstances, how to work out what we are feeling, how to address it – by seeking counselling ourselves or by talking it through with those closest to us - and work through it to regain balance in life.

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

As such, we are in a great position to support our children and young people to do the same, understanding that their life experiences are not extensive yet, and are learning to do what we already know how to do, to a greater or lesser degree.

PERSONAL SAFETY AND CONFIDENTIALITY: To ensure the safety of all parties involved, any harm to yourself, myself or others, or in case of children being involved, confidentiality will be breached and further disclosures, with the client's knowledge, will need to be made. In all other cases, everything discussed in the room is completely confidential.

In some cases, such as terrorism, by law I must report it without the client's consent.

In addition, if you have been prescribed medication in the past, or are currently using medication for mental health issues, I will need to have your GP and Psychiatrist details, in order to ensure that we can make the most of our sessions, and so that we can keep the therapeutic relationship safe from any interference that can be easily dealt with.

I have a digital policy, for those clients that I work with online, and in regards to the data protection act. I am also registered with the Information Commissioner's Office, as a safeguard of the information exchanged between myself and my clients.

In the rare case anything were to happen that meant I can't see clients any longer or for a period of time, I have a Clinical Will Executor who would contact you to make arrangements – refer you on or provide support while you find alternative options.

DATA PROTECTION AND GDPR

In line with my ICO registration and the data protection legislation in place and new legislation from May 2018, I have the responsibility to let you know how your details will be used:

Do have a look at the Privacy Policy in the same email in which I've sent you this contract.

I work under the BACP ***Ethical Framework for Good practice in Counselling and Psychotherapy***, which emphasises the following points (more can be found on the website):

- Respect for human rights and dignity

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589



Providing A Safe Place to Work Through Life's Issues

- Protecting the safety of clients
- Ensuring the integrity of practitioner-client relationships
- Alleviating personal distress and suffering
- Appreciating the variety of human experience and culture
- Fostering a sense of self that is meaningful to the person(s) concerned
- Providing a space of trustworthiness, autonomy, beneficence, justice and self-respect
- Provide a safe space full of empathy, sincerity, integrity, respect, humility, fairness, wisdom, courage and competence

*** Do have a look at my blog (In Supervision series) to find out more about how I keep in line with the BACP Ethical Framework ***

www.kbraunercounselling.blog

KARIN BRAUNER

Reg. MBACP (Accred), MBPS, B.A, PGDip, PGCert

<http://karinbrauneronline.co.uk>
k.brauner.counselling@gmail.com
07807925589