



Psychotherapy & Mindfulness Education

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# INFORMED CONSENT

## Welcome to Conscious Beginnings

I am committed to assisting you in achieving your goals for our time together. A counselling situation offers a unique relationship between the two of us. The purpose of this document is to ensure there are no misunderstandings about the various aspects of counselling and psychotherapy services of Conscious Beginnings. Please read and sign the below conditions of service and consent form prior to or during your first appointment. During the initial session, there will be a client information form to complete. This information will be kept confidential and secure.

### YOUR RIGHTS AS A CLIENT

You have all the rights established by the Australian governing clinical practices, such as:

- The rights of consent to treatment,
- Of having your clinical record kept private (see "Confidentiality" below)
- Of seeking disclosure from your therapist about his or her qualifications,
- Of requesting a different therapist,
- Of ending treatment at any time,
- Of having any procedures and recommendations explained to you in simple terms, and the right to refuse such procedures, or recommendations.

### ABOUT THERAPY

- While there are no guarantees, participating in therapy can help you learn more about yourself and others, develop skills and understanding that assist you handle your problems and feelings effectively and reduce your distress through personal change.
- The best results occur when appointments are regularly scheduled and attended.
- I will act with integrity and honesty in everything I do for and with you.
- I am open to feedback and adjusting my approach in our work together.
- You know therapy is working when you feel less worried, afraid, angry, depressed or anxious; problems are being resolved; relationships are improving; and you are feeling better about yourself and your decision making has improved.
- Fees are \$100 for 60-minute individual sessions and \$120 for 80-minute relationship counselling sessions. Accounts are paid after each session in cash, unless prior arrangements have been made for electronic funds bank transfer.
- Counselling fees are not reimbursed by private health funds or Medicare.
- Therapy can end for many reasons, however when therapy ends it is important to have a final session scheduled following a notice of therapy cessation.
- As part of my duty of care, I may make a follow-up call up to three months after the cessation of therapy to check on your progress and well-being.

### PRIVACY, CONFIDENTIALITY & RECORDS

Your privacy is important to me. All information disclosed within the sessions will be kept confidential and will not be revealed to other persons or agencies without your written permission, except mandated by state and federal statutes, court order, or if there is any concern for your safety or safety of others.

Under the Australian Counselling Association regulations, I am required to engage in professional supervision to ensure best quality practice. It is within these parameters that your case may be discussed; however, anonymity will be

maintained. I am required to keep appropriate records of the provided psychological services. Your records will be maintained securely in the office or on a secure password protected computer and will be deleted after 7 years. Feel free to ask for clarification about confidentiality during your session.

## **EMERGENCIES**

Conscious Beginnings does not provide “emergency services”. If you have an urgent concern, we will try to schedule an appointment as soon as possible. After-hours messages can be left on the voice-mail system, but do not leave an urgent message since these messages may not be reviewed until the next business day.

In the case of an emergency, please contact the emergency line, 000, or contact a 24 hour telephone counselling service such as Lifeline: 13 11 14.

## **CANCELLATION POLICY**

I understand that situations may arise where you might need to cancel or re-schedule your appointment. Please allow at least 24 hours of notice for cancellation or re-scheduling. Please note that if you are late, give less than 24 hours notice or forget your appointment, you will still be charged the usual fee, due to this time having been set aside for you. It is the responsibility of the client to keep a record of their schedule and appointment sessions and times. If you arrive late for your session, I will still be required to end the session at the usual scheduled time as to avoid affecting other clients' appointments.

If you need to contact me between the sessions, please text or call me at 0410177041. Alternatively, you can send me an email at [jon@consciousbeginnings.com.au](mailto:jon@consciousbeginnings.com.au)

## **CONFIDENTIALITY AND CONSENT AGREEMENT**

In signing this, I acknowledge:

- I have read and understand the conditions of service information outlined above;
- I consent to therapy by Conscious Beginnings;
- I voluntarily enter into therapy with the therapist of my choice;
- I may withdraw from treatment at any time;
- I am financially responsible to Conscious Beginnings as described above.

Name:

Date:

Signature: