

# Lucy Leola Therapy Agreement

This document represents written confirmation of the counselling agreement entered into between client and counsellor.

Data Protection: in order to comply with the data protection act 1988, we need your permission to maintain a record of your case. This signed agreement form will serve as your consent to store your personal information. To protect your confidentiality these records will be held in a locked filing cabinet at all times.

Present support: if you are currently taking medication, please do not make any changes unless you consult with your doctor.

Cancellations: Should you be unable to attend your appointment please telephone me on 07960140175, or email [lucyleola@outlook.com](mailto:lucyleola@outlook.com). Cancellations allowing 24hour notice, will not be charged, cancelations without 24hour notice may be charged a 25% fee.

Confidentiality: Confidentiality is a key element of counselling and therefore all information disclosed by you will be held between yourself and I.

As a member of the British Association of Counselling and Psychotherapy, I work to a code of Ethics which requires me to attend supervision on a monthly basis to confidentially discuss my work load. I also have the obligation to pass on information to relevant authorities where there is suspicion of child abuse in relation to the children's Act. Additionally, information may be shared if I strongly suspect that there is a danger that puts other people at risk of physical harm or of serious harm to yourself or a 'vulnerable' adult. If I feel I have reason to breach confidentiality I will always discuss this with you in the first instance.

I have read, understand and agree to the above:

Sign:

Print:

Date: