



Rachel Woollacott - Gower Bay Counselling

Telephone: 07766112417

Email: rachel@gowerbaycounselling.co.uk

Please read this leaflet carefully.

You have been accepted for counselling with my Counselling Service for one-to-one support. To enable this process to work effectively the following conditions apply for both yourself and the Service:

- Your session will be 50 minutes to one hour long.
- Please ensure that you are ready at the planned time slot, as your session cannot overrun.
- Cancellation/absence – 48 hours notice is required to prevent payment, if cancelling within 48 hours of the appointment, payment will still be required.
- I am only able to accept a maximum of 2 consecutive cancellations. This includes if you do not contact me and miss an appointment. I will have to consider discharging you from the Service, after two missed appointments.
- Please contact me if you do not feel that you need the Service any longer.
- You will be discharged after one month if there has been no contact from you to the Service, within that time.
- Please ensure that you have a safe private space available for the counselling session, prior to my arrival (as a home visit), ensuring that you will not be disturbed during your session.
- Please ensure that you are the designated waiting area five minutes before the appointment, when on a walk and talk therapy.
- Mobile phones to be switched off or on 'silent mode' for the session. Home phone to be left to ring if possible, during a session.
- It is possible that you may feel worse after a counselling session. Give yourself quiet time following the session and take care of yourself over the next few days.

Signature of Agreement:

Date:

If you have any questions or queries regarding the above please do not hesitate to contact me.