



CLIENT-THERAPIST AGREEMENT

Therapy with Dr Nigel Smaller

Nigel has trained in several therapeutic modalities and leans towards a pluralistic approach, which he can explain. His therapeutic qualifications include the academic award: Doctor of Professional Studies (Existential Psychotherapy and Counselling) (DProf). The work may include aspects of other theories including but not limited to gestalt, psychodynamic, CBT, hypnotherapy, art therapy, visualisation, EMDR/BLAST, NLP and other somatic and body centred approaches.

Nigel's role in the work will be to engage fully and non-judgmentally, to help the Client explore and develop greater self-awareness and/or choices either around a specific aspect of their lifeworld (social, personal, physical or spiritual) or how they experience being in the world in general.

The Client's role will be to talk freely about any aspect of their life including thoughts, feelings/emotions, fears, dreams and desires; to be prepared to reflect on assumptions and behaviours; to be willing to safely and creatively explore current and future ways of being.

Sessions take place online (using Zoom) or face to face at 40 Caversham Road, Reading, RG1 7BT

Confidentiality

Nigel is a member of the Society for Existential Analysis (SEA) and Constructivist and Existential College (CEC) which is accredited through the United Kingdom Psychotherapy Council (UKCP) and bound by their ethical code of practice. His UKCP membership number is 201163915.

Accordingly, any work together remains confidential although in certain circumstances Nigel may need to break confidentiality¹ – these have been explained to the Client during the first session and are also available at:

[1<https://www.psychotherapy.org.uk/wp-content/uploads/2017/11/UKCP-Ethical-Principles-and-Code-of-Professional-Conduct.pdf>](https://www.psychotherapy.org.uk/wp-content/uploads/2017/11/UKCP-Ethical-Principles-and-Code-of-Professional-Conduct.pdf)

Nigel does not take formal session notes but might include his own personal reflections in a private learning journal. Any data recorded will be kept in a way so as to maintain client confidentiality. Formal records (name, address etc) are kept securely as per the statement of data protection below:

Data Protection

The following data may be held either electronically or manually:

Contact details including name, email address and telephone number are held on a data encrypted mobile phone. This may be used for arranging or altering of appointments or brief communication between sessions. For this reason email/text message conversation must be limited to appointment details only and any deviation from this to more therapeutic discussion is made outside of this agreement and might not be secure due to the limits and vulnerability of electronic security.

The postal address is held separately in handwritten form and stored in a locked filing cabinet when

not in use.

Data is for personal use only. None of the above will be shared with anyone without Client permission and/or unless legally obliged to do so (or as explained¹). All data is held for the purpose of direct contact and/or in direct service of the therapeutic work.

Data will be stored for up to three years after sessions have formally ended and might be destroyed before then.

Covid-19

Any face to face sessions will be voluntary on the part of Nigel and the Client. The Client can choose to see Nigel online or speak via telephone if preferred and available. When working face to face, Nigel will make every best effort to keep the therapy room clean by use of antibacterial spray of the door handle, chair and any other furnishing that the client may come into direct contact with. Clients are requested to bring their own water bottle/container and/or tissues or to accept the use of those available at their own risk. Use of face masks will be optional and Nigel can discuss with the Client the pros and cons of their use during therapy. The Reading office is air conditioned and therefore air circulates throughout a public building. This means that there can be no guarantee of a microbe free environment – as in any shop or supermarket. Other public facilities are available for the Client, e.g. lift, toilet and kitchen but might be restricted-use-only to avoid close contact with others. If at all concerned about catching an infection it is recommended that the Client requests online or telephone therapy with Nigel instead. It is otherwise assumed that each Client understands the risks and freely undertakes face to face sessions – as does Nigel. Nigel assumes that each client will take appropriate measures if they suspect they have Covid-19 (this means any Covid-19 symptoms e.g. new onset of dry cough, fever or decrease in sense of taste or smell) or have come into close contact with someone who has Covid-19 or signs of respiratory disease in the last 14 days, in which case an online/telephone session can be arranged instead. If you have been told to self-isolate, quarantine or shield, please do so and arrange an online or telephone session instead.

Nigel will do the same should he believe he might be infected with Covid-19 and pose a risk. Any face to face cancellations which cannot be moved to an online or telephone session instead will still be covered under the normal seven day cancellation policy (see below).

Sessions

Sessions take place weekly for 50 minutes each time (unless otherwise agreed) and usually at the same day and time deemed mutually suitable at the start. Payment for each session is to be made at the session by cash (or by electronic transfer before the session). Nigel will aim to provide the Client with at least one week (7 days) notice should he need to cancel a session. Likewise the Client is requested to provide at least one week's notice also if they are unable to attend a session. Each booked session is to be paid for unless a confirmed cancellation is received with at least seven days' notice. Sessions can be cancelled via text message or email and require a reply to be considered received/confirmed.

Number of sessions / ending counselling

Endings are an important aspect of therapy which should be managed in a considered manner. For long term (more than 12months) open ended therapy, at least one month's notice period each way is recommended to end appropriately, otherwise, number of sessions mutually agreed in advance.

Holidays

Nigel will provide a minimum of 4 weeks' notice of any extended break (more than one session missed). The Client is required to provide at least 2 weeks' notice for the same. If more than six sessions are cancelled in a 12 month period we might need to renegotiate the agreed time slot.

I have read and agree with the above terms

Signed by Client Date.....

Fee Agreed £..... payable each booked session (unless 7 days' notice of cancellation are provided).

Client's Full name.....

Emergency contact name and number (optional).....

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Signed by Dr Nigel Smaller

Date: 16.12.22