**Poulter Counselling Therapy Agreement**

**Length of Therapy**

As with any therapy, no specific promises can be made about the results of treatment, the effectiveness of the procedures or the number of sessions necessary for therapy to be effective. The number of sessions will vary depending upon each individual’s needs. For some people, a few sessions are sufficient, while others may choose to come more often. The length of therapy depends on what you are looking for from therapy and the types of challenges you bring to it. Each client retains complete control of the therapy process and has the right to discontinue treatment at any time however, it is important to discuss your progress with me before ending therapy.

**Ethical Guidelines**

As a member of the College of Registered Psychotherapists of Ontario (CRPO), I abide by their Code of Ethics and by-laws and ethical standards of care.

**Contact Information**

My telephone number is 905 320 5835. All messages are confidential. If you would like me to return your phone call, please leave instructions as to when and where you would like me to call you. I will use the upmost discretion when returning your call. Please note that the use of email does not guarantee confidentiality. As such, please do not use email to discuss personal issues beyond scheduling appointments or other non-clinical matters. If you would like to speak with me about something other than appointment scheduling, please call me. For 24-hour crisis support go to your nearest hospital emergency department.

**Fees and Scheduling**

Payment for services is an important part of any professional relationship and fulfilling this responsibility demonstrates your commitment to therapy. The cost of therapy is $120 per session (approximately 50 minutes) plus HST/GST. Payment methods include e-transfers, credit card, cash or cheque and are due at the time of each visit. A receipt will be provided for all payments. If you are unable to keep your scheduled appointment for any reason, please provide me with at least 24 hours advance notice to avoid being charged for your session.

Poulter Counselling operates as a fee-for-service clinic. Psychological services are not covered by OHIP, but may be covered by your extended health insurance plans. If you are intending to use insurance mental health benefits to pay for all or part of your treatment costs, please contact your insurance provider to ensure that your claim will be covered.

Mental health concerns relating to a motor vehicle accident (for your or a family member) are eligible for coverage under the Statutory Accident Benefits Schedule but clients must first apply to their insurer for benefits.

**Signed Consent**

**Client**: I have read, understand and consent to the Therapy Agreement outlined in this document.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date

**Therapist**: I, Susan Newton-Poulter, have met with this client, and have asked and responded to all of his or her questions regarding the Therapy Agreement.

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Signature Date