

Parent-Guardian Agreement on Behalf of Client Under 17



This agreement is between:

Counsellor or Therapist of Ocean Trauma Counselling, & the Parent/ Guardian and child under 17.

Please complete all the information below.

Parent/Guardian Full Name	
Child's Full Name	
Child's Date of Birth	
Home Address	
Home Address of Child (if different from above)	
Parent/Guardian Telephone Number	

Signature on behalf of Ocean Trauma Counselling	L.Buksh Ocean Trauma Counselling
Parent/Guardian Signature <i>Please insert a photo of actual signature or create a digital signature using Paint. If you do not provide a real signature, your forms will be returned to you until this has been provided. It is a legal requirement to have an actual signature from you.</i>	
Date	

Therapists are qualified, registered and DBS checked. They provide counselling or a therapeutic support service to children and adults who are a resident of the United Kingdom under the name Ocean Trauma Therapy, registered in Wolverhampton, West Midlands.



Services offered:

Initial Assessment

Once you have returned the appropriate forms, the initial assessment is booked within one to three weeks of the date of receipt of the forms.

A child's (aged 17 and under) assessment is conducted with parents/guardians only

- The assessment explores in more detail current mental health difficulties, mental health history, current physical health and assesses risk of suicidality and self-harming.
- This appointment is completed virtually by telephone or video chat.
- The purpose of the assessment is to guide the therapeutic treatment plan. It is not an assessment to diagnose or to section under the Mental Health Act.
- An initial assessment is *required* before any therapeutic sessions can take place.

Outcomes from the Assessment

After the assessment, there are three outcomes:

1. Child is accepted for therapeutic sessions. The first session will be within 1-4 weeks of your assessment date, depending on therapist and your availability.
2. Child is not accepted for therapeutic sessions, and no further action taken.
3. We provide you with advice and signpost you to other more suitable services for your / your child's needs.

Confidentiality and Records

Your child's sessions are confidential. You are not able to attend your child's sessions as the purpose is to create a safe space for your child. Brief notes are made that are kept safe, secure, and confidential. These notes will be destroyed five years after the end of the last session, unless there is a legal or clinical reason to retain them for a longer period.

I am required by my governing body to have regular one-to-one reviews with another experienced counsellor to ensure that I am always working in a safe and ethical way. I may discuss your case with them, but I will not disclose any identifying information.

In exceptional circumstances, the need to safeguard your child and others from an imminent risk of serious harm may require an override to confidentiality. I may work with you to produce a safety plan to keep those at risk safe. I work within the law, and I may be legally obliged to disclose confidential information as a requirement of legislation or if a serious notifiable crime has or is about to be committed. In very exceptional circumstances, I may be asked by the courts to disclose information in relation to our sessions, and I would only do so upon being subpoenaed by a court.

Any disclosures of information will be discussed with the client and parent/guardians.

Sessions and Fees

Sessions will be for 50-60 minutes unless agreed otherwise, and this will include time to review previous work and agree timings for future sessions. Your child can end a session early, and you are free to end a series of sessions at any time without having to offer a reason.

Current Fees as of April 2023

- Initial Assessment £40
- Child Sessions (5-17yrs) £50 per session
- Adult Sessions (18+yrs) £60 per session



Fees are due 48hours prior to your appointment.

FAILURE TO PAY FOR A SESSION WILL RESULT IN THE SESSION BEING CANCELLED AND REBOOKED AT A CONVENIENT DATE AND TIME UPON RECEIVING THE FUNDS. FAILURE TO PAY FOR ONE OR MORE SESSIONS IN TOTAL, WILL RESULT IN DISCHARGE FROM THE SERVICE WE PROVIDE.

Ways to pay

Bank Transfer

Name of Payee: Laura Buksh
Name of Bank: Tide
Account Number: 21474841
Sort Code: 04-06-05

Reference for bank transfer must follow the format below
Use the client's first name initial and full last name with code
001 – Assessment
002 – Child session
003 – Adult session

For example: A. Jones001

Discounts

You can pay for multiple sessions in one payment and discounts are available if you choose this option. Discounts are also available for low-income households. Please contact the Clinical Lead, Laura at Oceantraumacounselling@gmail.com or call the office on 07767962404 to discuss this at least 72 hours prior to your assessment appointment.

Code of Conduct

I will not be able to work with you or your child if either of you are under the influence of alcohol or other mind-altering substances. I also reserve the right to end a session if you/your child become abusive and I fear for my safety. I may also end the session early if I feel that continuation is likely to do your child harm, and under these circumstances I will discuss with you the reasons for my decision.

Cancellations

If I need to cancel or re-schedule your session, I will endeavour to provide 24 hours-notice. However, due to the nature of my work, there may be occasions where an emergency or crisis occurs, and 24 hours notice cannot be provided. You will not be charged for this, and your session will be rebooked at the next mutually convenient date and time.

I require 24hours cancellation notice on your behalf. If I do not receive 24 hours cancellation notice from you, you are liable to pay the full fee.



Data Protection - GDPR

Ownership of records and notes will remain the property of Ocean Trauma Counselling, but you have the right to request and view any of your case notes or records that are held by us. All data held by us will be protected under the provisions of the Data Protection Act 2018 and the EU General Data Protection Regulation 2018 (GDPR). Sessions conducted by telephone or video will not be recorded unless permission to do so has been expressly agreed in writing.

Contact Between Sessions

Contact between sessions is restricted to arranging, confirming, or re-scheduling appointments.

I am not available outside of your appointment. If you feel you need to talk to someone urgently, you can contact The Samaritans on 116 123 or go to your local A&E department.

Parent/Guardianship Applicability

As you are acting on behalf of a minor (i.e. a child or young person aged 16 years or under) you confirm that you have parental or guardian responsibility for the client. You agree to the process of therapy by Ocean Trauma Counselling as explained (where possible) to you before, during or after sessions. There is no Child Court Order stopping you legally granting permission for that minor to have sessions with Ocean Trauma Counselling.

I, THE PARENT/GUARDIAN NAMED ABOVE, UNDERSTAND AND AGREE TO BE BOUND BY THE TERMS OF THIS AGREEMENT

PLEASE CHECK BOX

PARENT/GUARDIAN SIGNATURE

DATE