

Sydney Sanctuary Counselling Services

ABN 82 135 106 044

SAMANTHA MATHEWS

QMACA Reg: 8203

Phone 0432 023 481

Email: contact@sydney-sanctuary.com.au

www.sydney-sanctuary.com.au

Counsellor & Psychotherapist

Consulting Room
Harbour *Osteopathy*
150 Sydney Road
Fairlight NSW
2094

This consent form is as recommended by the Australian Psychological Society in response to the Privacy Amendment (Private Sector) Act 2000

Consent Form

Counselling Service

As part of providing a Counselling service to you, Sydney Sanctuary Counselling Services will need to collect and record personal information to do with name, address, contact details as well as some on-going notes to document what happens during the sessions.

Access

You may access the material recorded in your file upon request although 2 weeks notice will need to be given.

Confidentiality

All Personal information gathered by Sydney Sanctuary Counselling Services during the provision of the counselling service will remain confidential and secure except when:

4. It is subject to subpoena by a Federal Court
5. Failure to disclose the information would place you or another person at risk; or
6. Your prior approval has been obtained to provide a written report to another professional or agency (e.g. a GP or a lawyer)

Samantha Mathews may want to discuss aspects of the sessions with a senior colleague for supervision purposes. In this situation, your anonymity would be preserved.

Fees

The cost of a 50 minute consultation is \$80 (GST exempt) which is payable at the end of the session by either cash or cheque. Fees are re-negotiated at the beginning of each calendar year.

Final Session

It is important that you inform Sydney Sanctuary Counselling Services of your intention to finish your counselling sessions. Please give at least one session's notice in advance so a final meeting can be arranged to ensure there is closure for yourself and the therapist.

Cancellation Policy

If for some reason you need to cancel or postpone the appointment, please give at least 24 hours notice. Cancellation fees apply – if less than 24 hours notice is given 50% of the full fee will be charged.

Your Rights

Your rights are outlined in the National Privacy Principles from the Privacy Amendment (private Sector) Act 2000.

I, (print name in block capitals)....., have read and understood the above Consent Form. I agree to these conditions for the counselling service provided by Samantha Mathews director of Sydney Sanctuary Counselling Services.

Signature.....

Date.....

Postal address:

Telephone contact:

Email address:

Please Note: *If after having read these pages you have any further questions please ask Samantha*