

Merlin (Terry) Baker, MACA
Integral Counselling Services
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Integral Counselling Services (ICS) client agreement

ICS subscribes to the Australian Counselling Association (ACA) code of ethics, available on the ACA website: <<http://www.theaca.net.au>>.

In order to assure that the best possible service is being provided we agree to the following:

- To be treated in a non-judgmental way, with sensitivity, respect, and dignity
- To be treated in a safe, non-threatening environment
- To know what records are being kept about you
- To have information presented in a way that you can understand
- To expect privacy and confidentiality. However, I may ask your permission to discuss your situation with other agencies, and will only do so with your written permission
- If there is risk of harm to yourself or to someone else, I may have to break confidentiality in ways that adhere to professional duty of care and responsibility; I will inform you if this will happen
- As part of my clinical work, I may discuss our work together with my external supervisor(s). Professional rules of confidentiality and propriety govern this process
- You may withdraw from participation in the counselling process at any time. If you choose to withdraw, you are expected to notify ICS of your decision
- You may cancel a session with 24hrs notice without charge. Cancellations without adequate notice will be charged at the usual rate.

I understand these agreements and agree to adhere to them.

Signed.....ICS client(s)

Signed.....Counsellor Date:.....

<http://www.mannarelief.org>
www.integralcounsellingservices.com