

## Dr Scott Therapy Business Terms

### Information about Therapy at Dr Scott Therapy

Dr Kevin Scott is a self-employed practitioner who is covered by professional indemnity insurance and is professionally registered to practice with the Health and Caring Professions Council (HCPC). Therapy is conducted using a range of psychotherapeutic modalities (Humanistic Therapy/ Cognitive Behavioural Therapy/ Psychodynamic Therapy/ Systemic Therapy), so as best to meet the individual needs of the client. In the first session, initial assessment psychometrics are used, and regular reviews take place during therapy to explore how the therapy is progressing for the client. During the course of therapy, it is normal to have challenging sessions and especially at first, to feel worse before you start to feel better.

### The Therapy Agreement

The therapy contract is between you and Dr Kevin Scott. Please consider this contract carefully as it provides information about the practical side of coming to therapy. Once you have signed it (or once you have attended sessions), the document will constitute a binding agreement between us.

### Assessment of Risk

Due to the remote nature of online therapy delivery, it is NOT suitable for those who are in Crisis. Therapy will regularly involve the assessment of risk and it will be recommended that you seek alternate/further support from other services if you are deemed to be in crisis.

### Confidentiality, Storage of notes and Supervision

#### *Confidentiality*

All practitioners are bound by their professional codes of conduct as defined by their accrediting organisation, which includes responsibility to manage your information confidentially and in line with GDPR.

Therapy often involves the disclosure of sensitive information, so confidentiality is very important. Everything you disclose will remain confidential, apart from some notable exceptions listed below.

1. Where you the client give consent for confidentiality to be broken and information to be shared.
2. Where the practitioner is compelled by a court of law.
3. Where the information given constitutes a significant risk to the client or someone else. If Dr Kevin Scott is concerned for your safety or identifies any active risk to yourself or others at any time during your treatment, he may contact your GP or other relevant services, as he would have a duty of care to do so. Where possible the reasons for breaking confidentiality would be discussed with you, but this may not always be possible.
4. Disclosure of historical sexual abuse. Should identifiable information (person's name / address) be given about the alleged perpetrator, then Dr Kevin Scott would have an obligation to report it.

### *Storage of Notes*

Dr Kevin Scott is required by law to keep records of contact with you and the treatment provided. Notes are kept in a locked cabinet or in password protected documents on computer in accordance with the data protection act and GDPR. These records are kept confidentially for 7 years after your last contact.

### *Supervision*

Practitioners are required by their profession to have regular supervision sessions where they discuss aspects of their clinical work. The client(s) individual identities are not revealed during these sessions and supervision itself is confidential between the practitioner and his supervisor.

### **Therapy Sessions Attendance**

Please note that currently all sessions take place over secure video conferencing (usually zoom), or by telephone.

Therapy sessions run for 50 mins duration and take place on a weekly basis. A commitment to prioritise and attend sessions is required. This means protecting the time you have identified to commit to therapy, planning ahead and arriving to sessions on time. It will not be possible to extend the length of your session if you arrive late.

If for any reason you are unable to attend a scheduled session it is important that you make Dr Kevin Scott aware in good time. Dr Kevin Scott will also make you aware of any dates when he will be unavailable.

### **Payments, Cancellations and Refunds**

An invoice will be issued to you once a session or block of sessions has been booked. Please note that you will need to pay at least one session in advance to allow Dr Kevin Scott to reserve your slot for the following week. Alternatively, you may choose to pay for a block of sessions in advance.

### *Cancellation and Refund Policy*

You must give 24 hours' notice or more if you need to cancel an appointment. If you fail to attend or provide less than 24 hours' notice, you may be charged the full rate of the session. Payments once made are non-refundable.

### **Acknowledgment and Consent**

By attending your sessions you are acknowledging that:  
you understand and agree to abide by the policies detailed herein;  
you have had a chance to ask any questions you may have had about this document.

### **Complaints**

If you would like to make a complaint against Dr Kevin Scott please contact the HCPC and quote his practice registration number PYL35562.