



PSYCHOLOGIST & PSYCHOTHERAPIST

M Psych (Clinical Psychology), Adv Dip Gestalt Therapy, MAPS
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POLICY SHEET - GENERAL INFORMATION

1-Jul-17

Short to medium term counselling is offered for adults and young people. Long term therapy for personal growth work and for treatment of severe conditions is also available. Crisis services are not provided. (Please contact Suicide Line 1300 651 251 or the Mental Health CATT team 1300 874 243 if you are experiencing suicidal thoughts).

AVAILABILITY

Practice hours are Thursdays and Fridays during the day with after hours appointments available Thursdays. I can be contacted by phone or email during business hours, and will return calls as soon as I can within business hours. Clients will be notified in advance of annual leave (6 weeks per year).

FEES

- Individual or Couples Counselling & Therapy – 50 minute session - \$165
- Medicare rebate of at least \$84.80 available if assessed as eligible by a treating doctor
- Counselling available under ATAPS, VOCAT, TAC, and WorkCover.
- Health fund rebates: Bupa, AHM, HCF, Medibank Private, Australian Unity, Defence Aus
- Payment in full required at the end of each session. Credit card or EFTPOS are available
- Fees are reviewed on 1-July each year

CANCELLATION AND MISSED SESSION POLICY

In order to maintain the viability and quality of the service, the following policy applies:

- Non attendance without notification or cancellation with less than 2 hrs notice - Full fee
 - Cancellation fee for less than 24 hrs notice for any reason - 50% of session fee
 - Cancellation fee for more than 24 hrs notice - No fee
- (Cancellation fees are the responsibility of the client – Medicare, health funds, TAC, and WorkCover will not cover these costs)

CONFIDENTIALITY

While most of what is discussed in sessions is confidential, there are exceptions:

- If I believe that a client will harm themselves or another person, or is experiencing a psychotic episode, I will seek assistance. I will also try to talk about this with the individual involved. Child abuse is reported.
- I comply with legal requirements, e.g., if file notes are subpoenaed.
- I will discuss cases in supervision in order to maintain a quality practice, but will not disclose the client's identification.
- In all other matters, I will seek client's permission prior to discussing their situation with any other person.
- Children below the age of 16 will only be seen with the written permission of at least one parent or guardian.

PRIVACY

Personal information that is relevant to your situation will be recorded and held securely, including clients names, contact information, medical history and other relevant information. This collection of personal information will be a necessary part of the psychological assessment and treatment that is conducted. I will protect client's privacy by following the Australian Privacy Principles and Health Records Act, as described in my Privacy Policy which is available on my website www.psychotherapy-centre.com.au. The Privacy Policy contains information about how to access and seek correction of personal information, how to lodge a complaint about management of personal information.

ETHICAL STANDARDS

I follow the ethical standards set by the Psychology Board of Australia, the Australian Psychological Society, and the Gestalt Association of Australia and New Zealand. Professional Indemnity Insurance is held with IH Group Ltd.
