



## Clinical Psychology Practice London

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### Terms and Conditions

The following represent the terms of engagement for the client requesting the services of the Clinical Psychology Practice London. These terms of engagement apply from when the client first opt in with the psychologist until the termination of the psychologist services by either party.

#### 1. Fees

1.1 All fees are due 48 hours prior to each appointment or at the start of each appointment; timing of payment will be agreed between the Clinical Psychology Practice South East London and client prior to the initial session. Payment can be made by cash or electronic bank transfer.

1.2 The rates are as follows: £150 for an assessment appointment lasting 50-75 minutes; between £120 for clinic therapy appointments lasting 50 minutes; £120 plus travel time for home and out of clinic appointments lasting 50 minutes; and £120 for Skype or telephone sessions lasting 50 minutes.

1.3 The above rates will include a brief GP summary letter at the client's request, copied to the client and any other parties the client wish to receive a copy, such as other involved professionals.

1.4 A block of seven weekly therapy sessions is encouraged by Clinical Psychology Practice in the first instance to sufficiently explore and explain a client's presentation.

1.5 A neuropsychological will cost £600 or above depending on the presenting problem and will last 3 hours or more. Exact cost will be agreed between the Clinical Psychology Practice London and client prior to assessment. The assessment will include a detailed report on the tests carried out, the results and recommendations.

#### 2. Confidentiality

2.1 All recorded client information will be held securely, and Clinical Psychology Practice will ensure that utmost confidentiality in the treatment of any such information. Clinical Psychology Practice abide by the boundaries of confidentiality as outlined within the practice guidelines by the Health Care Professionals Council, the regulatory body for clinical psychologists and the Data Protection Act 1998. Please see privacy policy for further details.

2.2 All discussions with the psychologist and any written material produced by the client or psychologist is treated as confidential.



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2.3 Any written reports or discussions with others will be discussed and agreed with the client.

2.4 An exception to this is where the psychologist is concerned that the client is at risk of harm to themselves or others or is at risk of being harmed by another individual. The psychologist will have to break confidentiality in these incidents and where possible will discuss this first with the client, but there are situations where this may not be possible.

2.5 As part of ensuring the Clinical Psychology Practice provide the best possible evidence-based service, the psychologists receive regular supervision. During supervision the psychologist may discuss the client but will ensure anonymity by not naming the client or others involved in the case, except if 2.4 above applies. In addition, the clinical psychologist who provides supervision also upholds current practice guidelines regarding confidentiality and will not disclose any information out with the supervision session.

### **3. Hours and Availability**

3.1 During the period of agreement the Psychologist shall, unless prevented by ill health, devote to the provision of the professional services such part of the Psychologist's working time attention and abilities as are reasonably necessary for proper fulfilment of such services.

3.2 The psychologist will aim to return calls/emails within two working days, except when on annual leave or during ill health.

3.3 The psychologist is unable to provide a crisis service to clients. If you require urgent help, please contact your GP or emergency services

### **4. Cancellation**

4.1 The psychologist will aim to give a minimum of 24 hours' notice prior to cancelling an appointment.

4.2 The psychologist will cancel an appointment via telephone and/or email where appropriate.

4.3 Sessions cancelled by the psychologist do not require payment.

4.4 The psychologist requires a minimum of 48 hour's notice prior to the client cancelling an appointment.

4.5 The client can cancel an appointment via email or telephone.



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4.6 Sessions cancelled, by the client, without 48 hour's notice will result in the full fee having to be paid prior to the next appointment.

4.7 If you intend to use private healthcare insurance and your insurance policy does not cover the full cost of each session, you will be responsible for the payment of any fees not covered by your policy. For example, all policies have an excess and insurance companies require the excess to be paid to the clinician to cover part of the fee. Please check this with your insurance company. Clinical Psychology Practice will also inform you of any unsettled fees.

### **5. Intellectual Property**

5.1 Any and all intellectual property rights that may arise by virtue of provision of psychological services during the period of this agreement shall belong exclusively to the Clinical Psychology Practice.