



## **Theo Dijkman**

*Psychotherapy, counselling and supervision*

### **Client agreement**

#### **Contact information**

Please use the contact details below to arrange or change appointments. Messages can be left on my voice mail. Please visit the website for more information on psychosynthesis and services offered.

[www.psychosynthesisScotland.com](http://www.psychosynthesisScotland.com)

#### **Practice addresses and appointments**

All appointments in Edinburgh take place at the Whole Works, Jacksons Close, 209 Royal Mile, Edinburgh, EH1 1PZ. Please visit the website for further information on the centre and location,

[www.thewholeworks.co.uk](http://www.thewholeworks.co.uk)

All appointments in the Scottish Borders take place at the address below. Please arrive at the arranged times as there is no waiting room.

Appointments take place at a time mutually agreed at the initial interview. The initial interview is an opportunity to explore the presenting issues in the wider context of one's life and whether psychotherapy or counselling can help with this. All appointments are for 50 minutes. Client choice is paramount and sessions can be ended at any given time in discussion with the therapist.

#### **Fees**

£ 50 per 50 minutes

Payment both in cash, by cheque or via bank transfer will be accepted. Payment by bank transfer are to be received 24 hour prior to the appointed time.

#### **Cancellations and holidays**

One full week's notice is required for cancellation of a booked session. Cancellations within less than one week will be charged at £ 25 or with less than 24 hours notice, the full fee.

A retainer will be charged for long-term absences of clients in ongoing therapy. Fees will not be charged if cancelled by the therapist.

#### **Confidentiality, client records and data protection**

Basic client contact information including relevant medical information where necessary will be kept on file and only be used in relation to your psychotherapy. All sessions are confidential in line with the UKCP Code of Ethics. Copies of this code can be supplied on request. All information is kept in line with GDPR guidance and will not be shared with any third party without your prior consent. My privacy policy can be downloaded from my website.

#### **Qualifications**

MA Psychosynthesis Psychotherapy

Diploma Psychosynthesis Therapeutic Counselling

Certificate Psychodynamic Supervision

Foundation in Group Analysis

UKCP Registered since 2003

Accredited with the Association of Psychospiritual Practitioners

#### **Contact details**

10 Heriot Field, Oxton, Lauder TD2 6PJ

07976 477676

[info@psychosynthesisScotland.com](mailto:info@psychosynthesisScotland.com)

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