



Mellita Bate Counselling

Registration form

Today's date:			
CLIENT INFORMATION			
Client last name:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs.	<input type="checkbox"/> Miss <input type="checkbox"/> Ms.	Marital status (circle one) Single / Mar / Div / Sep / Wid
Client first name:	Birth date: / /	Age:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F
Street address:	Mobile phone no:	Home phone no.: ()	
City:	State:	Post Code:	
e-mail address			

IN CASE OF EMERGENCY			
Name of local friend or relative (not living at same address):	Relationship to client:	Home phone no.: ()	Work phone no.: ()
The signature below indicates this information is correct and I have understood the rights and responsibilities of counsellor and client as outlined below. These will be explained briefly at the beginning of the first session.			
_____ <i>Patient/Guardian signature</i>		_____ <i>Date</i>	

INFORMED CONSENT FOR COUNSELLING

This agreement with Mellita Bate (counsellor) aims to ensure that you as the client understand what can be expected from your counselling. It sets out both your rights and responsibilities, and the rights and responsibilities of your counsellor. This enables you to be fully aware and involved in the process of your counselling. By signing this agreement, you are consenting to enter into counselling on the basis of the conditions set out below.

If you have any concerns after starting counselling, please discuss these with Mellita Bate. You are free to end counselling at any point and a referral and report can be provided if requested. If you wish to be referred to another counsellor or health professional, your counsellor will work to provide you with at least two names, ensuring your freedom of choice.

COUNSELLING – A DEFINITION

Counselling is a process where client and counsellor work together towards achieving specific and realistic goals. These may include sorting out troubling decisions, or working on specific problems, or working through losses or conflicts. Counselling sometimes involves painful emotions of past difficulties, and this process may lead to growth and more freedom to move forward.

YOUR COUNSELLOR'S ORIENTATION

Mellita can work in a variety of ways with you, including individual and family counselling. The way each client works with the counsellor depends on the specific areas and issues, and what seems to be most appropriate to the client and counsellor. Mellita is a Christian, and works from a Christian worldview.

WHAT COUNSELLING CAN ACHIEVE

There is no guarantee that undertaking counselling will achieve all your desired goals, although most clients experience improvements and personal growth. As stated above, you also need to be aware that undertaking counselling may evoke strong emotions and painful memories. Your counsellor will endeavour to provide a supportive environment for you during these times.

YOUR COUNSELLOR'S QUALIFICATIONS

Mellita Bate is a qualified counsellor, with a Bachelor of Arts in Social Science. She has completed courses in a variety of counselling modalities, including Anger Management, Anxiety Disorders, Behaviour Therapy, Boundary Implementation, Cognitive Behaviour Therapy, Conflict Resolution, Couple Counselling, Depression, Eating Disorders, Family Therapy and Genograms, Grief and Loss, Complicated Grief, Life transitions, Workplace Harassment, and Meditation and Christian Counselling. Mellita Bate is a member of the Australian Counsellors Association.

YOUR RIGHTS AS A CLIENT

As a client you have the right to:

- Receive counselling in a private setting, with minimal interruptions and for the agreed period of 55 minutes.
- Terminate counselling at any time
- Cancel or reschedule a session providing adequate notice is given
- Work with the counsellor to formulate goals, and renegotiate goals if necessary
- Refuse a specific intervention or strategy
- Ask questions at any time about issues relevant to your counselling
- Access your client notes, which are kept in a secure location

COUNSELLOR RESPONSIBILITIES

Your counsellor will:

- Respect your privacy and maintain confidentiality (subject to the conditions outlined below)
- Work within the limits of her expertise, and refer you to another professional if necessary
- Maintain an appropriate level of supervision so as to ensure best professional practice
- Commit to the agreed appointment time and duration
- Negotiate a contract with you the client, for a period of counselling, which is subject to review
- Provide contact details for emergencies
- Provide alternative care, if required, during counsellor's holidays.

CONFIDENTIALITY

Confidentiality is an important and integral part of counselling. Confidentiality is only broken when there is a threat to your own or someone else's well-being (for example, suicidal or homicidal intentions). In these circumstance, relevant authorities must be contacted. In addition, Mellita will discuss your case and situation with a supervisor, so that an additional level of protection is provided for you and your situation, and to ensure the counsellor is acting in the best interests of all parties. When discussing your situation with a supervisor, your privacy will be respected.

Please note your counsellor is ethically and legally bound to notify the Department of Community Services in instances of suspected or disclosed child and elder abuse.

FEE STRUCTURE

Counselling sessions are of 55 minutes duration. The fee for each session is payable at the end of the session (cheque or cash). The session fee is \$90 per session, discounts are available depending on personal circumstances. The fee will be negotiated in the first session. You may cancel without financial penalty up to one day before the appointment. Cancellations on the same day incur a minimum fee of \$20 unless you have an unavoidable emergency.

CONTACT DETAILS

For appointments and out of hours emergencies, Mellita Bate can be contacted on Phone: 0417 026211. There is an answering service, which is checked regularly, if the office is unattended. Mellita Bate will return your call as soon as possible.

EMERGENCY HELP

If you are in need of urgent counselling support or crisis assistance, and you cannot contact Mellita Bate, you can contact :

Lifeline on 13 11 44; Salvo Care Line on 1300 363 622;
Health Direct on 1800 022 222; An Ambulance on 000.