



## **Counselling Session Procedures**

This information sheet provides you with information on our procedures relating to counselling sessions. If after reading you have any questions please discuss with the counsellor at your Assessment Appointment

1. You have been offered an Assessment Appointment which takes 50 minutes and provides you with an opportunity to explore your concerns and to look at what you wish to gain by coming to counselling.
2. At the end of the Assessment, if you and the counsellor feel that AAAC is the right service for your needs you will be offered a block of 10 sessions.

## **Non-Attendance and Late Cancellations**

Due to demands upon the service we work with a firm approach to Non-Attendance and Late Cancellations.

1. If you are unable to attend your weekly session you must give 48 hours' notice by contacting your counsellor directly or calling the office.
2. If you give less than 48 hours' notice the cancellation will be counted as a missed session
3. If you miss **2 Sessions** in a row and fail to contact either your counsellor or the office it will be assumed you have decided not to continue and you will be discharged from the service without further contact.

## **Can I bring a child/baby with me?**

We appreciate childcare can be difficult, however, we do not permit a child of any age to attend the assessment or subsequent counselling sessions. Talking about your issues can be upsetting and it is not appropriate for a child to be in attendance and observe your distress. It is also important for you that you have the space to explore your issues at liberty.

## **Can I access the service more than once?**

No this is not possible as AAAC provides 'Short Term' Counselling.

On completion of your work with AAAC should you feel there are unresolved issues your counsellor will provide you with a list of local services and private counsellors for you to contact. It is possible to work with the AAAC Counsellor on a private basis however we have strict protocols in place to protect you and the counsellor, please speak to your counsellor if you would like further details.