

COMMUNITY ART THERAPIST

Aisling Fegan, HCPC registered art psychotherapist,
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1st September 2024

Hello and welcome,

Starting art therapy might be a new experience. So, I am writing this letter to outline the frame of our work together. If you consenting to start therapy based on the following information please acknowledge by email.

I am a HCPC registered art psychotherapist working in Newark and online. I offer group and individual art psychotherapy, short-term (6 – 10 weeks) and open-ended / long-term therapy options are available. I take planned breaks at Christmas (two weeks), Easter (two weeks) and for the month of August. If you need to contact me between sessions, please email me on communityarttherapist@gmail.com

Confidentiality:

Your art therapy sessions are confidential. The only person I might talk to about your sessions is my own clinical supervisor. However, I will not reveal your full name or any other details that may identify you. Recording sessions is not permitted.

In exceptional circumstances, where there are serious acts of harm to self and others, in criminal cases or if I am summoned to appear before a Court of Law, it may not be possible to maintain confidentiality. It should be stressed, however, that this is unusual and in all cases you will be consulted and kept informed.

As a private practitioner, I am registered with the Information Commissioner's Office and I abide by the General Data Protection Regulation (GDPR). Here is my [privacy policy](#).

Payments:

- We will agree a fee for your therapy sessions by our first appointment
- I will provide you with a monthly invoice for therapy services
- Payment must be made by bank transfer
- I will give you one months' notice before increasing my fees
- If you have not paid for the previous months therapy by the end of the current month I may be unable to offer you another appointment until the outstanding amount has been cleared or hardship has been discussed and an agreement met.

The first 30-minute conversation is free of charge. Typically, I offer two consultations to talk in more depth. This is at a rate of £160. My standard rate for individual therapy is £50 - £80 per session.

I aim to offer a service that is as accessible as possible. So, the fee will vary between people because it is based on what is affordable. If your financial circumstances change during the course of your therapy, we can renegotiate the fee - if needed.

Cancellations and refunds:

If you need to cancel a session, please give as much notice as possible. Sessions are planned in advance and are a time reserved exclusively for you. Therefore, when a session is cancelled without adequate notice, I am unable to fill this time slot by offering it to somebody else. Because of this, if you cancel an arranged session, you will still be liable to pay for that session.

Individual sessions and courses of therapy planned and paid for in bulk are non-refundable. If you are unable to attend your session and request to change the time for your appointment, I will offer an alternative time, whenever it is possible.

Crisis:

I do not offer a crisis service. If you are experiencing crisis, please seek urgent medical care:

- Go straight to [A&E](#), if you can
- **Call 999** for an ambulance
- Call your local mental health crisis team
- [Here are some immediate resources that may be more helpful.](#)

Boundaries, Duration And Art Work:

An individual session of art therapy is 50 minutes. It is important to arrive on time and remain for the entire session, if possible. For online therapy, please use a quiet room with full privacy and no interruptions.

If you create artwork in our sessions, we will discuss together what you may wish to do with the artworks during your time in therapy. Some clients are most comfortable leaving their artwork with me to be stored safely. If we are working remotely, we can agree how you may store your artworks at home.

I would ask that you not attend your session if you have taken any non-prescription medications or have been drinking alcohol. I ask that during our session time (whether working remotely or not) that you try not to eat food, smoke cigarettes, vape or drink alcohol during our session time.

Endings are important so I ask that you give a minimum of 4 – 6 weeks' notice before the final session. If for some reason you are unable to attend further sessions, I ask that you arrange a time to talk with me so we can have a shared understanding about the ending.

I use social media as both a social and marketing tool. This can mean that through online platforms you may learn more about me than you would during therapy sessions alone. You are welcome to bring any thoughts surrounding me as your therapist to your therapy sessions, if you wish. I choose not to follow or friend clients on any social media platforms and I do not respond to communications from clients through social media.

I have appointed HCPC registered art psychotherapist, Bisha Mistry as a Clinical Executor, in the case of my incapacity or death. If I do not respond to emails or am absent from sessions, without notice and for more than 3 weeks - please contact Bisha on bisha@mindyourself.uk.

Complaints:

If you have any difficulties with me as your therapist, hopefully we would be able to discuss and resolve this together. If this is not possible, you can express concerns to my membership organisation the HCPC.

If you have any questions, please do not hesitate to ask.

Sincerely, Aisling Fegan.