

## Appendix A

### Services to be provided (the “Services”)

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#### Therapist Contract (Counsellor)

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Hours

Counselling hours to be agreed plus the small additional amount of time necessary for client record-keeping and liaison with the Talking Therapies Manager.

Based at:

Primarily The Wellbeing Centre, 23b Chester Street, Mold Flintshire, CH7 1EG and occasionally other locations throughout Flintshire and Wrexham.

Responsible to

Talking Therapies & Training Manager, North East Wales Mind

Service deliverables

- Build strong therapeutic relationships with clients
- Bring one or more approaches to the work
- Deliver counselling within the Ethical Framework of the British Association for Counselling and Psychotherapy (BACP)
- Complete and maintain appropriate confidential records on paper and through ICT and ensure confidentiality is maintained in all aspects of the work
- Communicate with referrers and other relevant professionals in order to co-ordinate effective counselling provision for clients and to signpost/refer on to other services where this is applicable
- Follow North East Wales Mind’s policies and procedures
- Contribute to the effective monitoring of standards using the CORE and CORENet system
- Manage the client process from beginning to end including initial assessment and assessment of risk
- Diary management
- Provide feedback as requested and required to Talking Therapies & Training Manager

Pre-requisites

- BACP or UKCP registered
- Evidence of Professional Indemnity and Public Liability Insurance
- Evidence of ongoing clinical supervision
- Evidence of a DBS check within the past 6 months or willingness to undergo and pay for a satisfactory enhanced DBS check

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Prepared & approved

August 2018

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