

# Christopher J. Coulson, EMCC, ECCac, UKCP

## Practice Policies

### Ethical Considerations

Christopher J. Coulson is a member of the European Mentoring and Coaching Council (EMCC). He is a registered member of the European Association for Counselling (EAC) and holds the European Certificate of Counsellor Accreditation (ECCac).

Coulson is also a Professional Member of the American Counseling Association (ACA), the International Association for Marriage and Family Counselors (IAMFC) and the American Psychological Association (APA).

Finally, Coulson is registered as a psychotherapist by the United Kingdom Council on Psychotherapy (UKCP), the UK national governing board for psychotherapy.

Coulson practices under the Codes of Ethics published by the EAC, the EMCC and the UKCP. These broadly similar codes conform to the guidelines laid down by most other registering and licensing organisations.

### Types of personal development service available:

Clients are defined as responsible adults not in need of mental health services. My service offerings include:

- Relationship counseling
- Emotional Discovery Coaching
- Personal life coaching
- Business partnership consulting
- Business life coaching
- Individual counseling for adults

### Sessions

Regular times for sessions are agreed at the start of the working engagement and remain yours unless changed by mutual agreement. Sessions begin at ten minutes past the hour and end on the hour, giving time for transitions between sessions. Sessions end on the hour even if they start late unless that lateness is Christopher's fault.

- A full session is of 50 minutes duration.

All sessions can be extended if time is available. When a session is extended the fee is adjusted on a pro rata basis.

### Emergency calls

You may telephone or email at times other than your regular hours if you need to. Reasonable time spent on such calls will not be charged for.

I discourage texting for practical reasons related to immediacy and confidentiality.

### Payment

Fees are payable in full at the end of each session unless otherwise agreed. They may be made in cash, via bank transfer, by PayPal, or by credit card.

### Fees (2019):

- All sessions: CHF 160.00

Fees are increased once a year in line with inflation.

### Cancellation Policy

#### Individual and Partner sessions

Sessions may be cancelled by the client without charge provided that 24 hours' notice is given. If preferred, and if time is available, clients can reschedule their session to a different time. In the event of a late cancellation due to "Acts of God" a half fee is payable.

### Confidentiality

Anything you say or do during sessions is held in complete confidence and will not be repeated without your explicit permission. Clients are not bound by such confidentiality and may discuss their work with whom they choose. Partners form their own agreements regarding the confidentiality of each other's material.

I keep no notes of sessions. This is for reasons of good practice and to maximise client confidentiality.

If you have specific concerns around confidentiality related perhaps to your social circumstances or the nature of your work, please be sure to raise them so we can ensure safe working.

### Online working considerations

Working online offers a range of opportunities not available when working in person. These include convenience, a high level of confidentiality and the ability to physically reveal aspects of one's life that a client might otherwise prefer to keep concealed.

It is the responsibility of the client to ensure that his or her use of online coaching conforms to the relevant legislation in her or his country.

I am highly attentive to the online technology in use, but technological quality cannot be guaranteed.

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