



Information Sheet

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My approach

As a Chartered Clinical Psychologist I have been trained to assess and work with a variety of presenting problems/ conditions. I am trained in multiple therapeutic methods. This means I am able to work flexibly with clients, using a single therapeutic method or incorporating elements of different approaches that I believe will best meet your needs. As a clinical psychologist, I draw on best practice guidelines (www.nice.org.uk) and treatments that have been researched to be effective in considering treatment plans with clients.

Chartered Psychologists are registered and regulated by the British Psychological Society (BPS) and the Health Care Professions Council (HCPC). Registration may be viewed on the HCPC website (www.hpc-uk.org)

and the code of practice and ethics to which we adhere may be viewed on the BPS website (www.bps.org.uk)

Clinic/appointment hours

I work on Tuesdays; Wednesdays and Thursdays and hold clinics in Petersfield on Tuesdays and Thursdays. My clinic is based at **The School Master's House, College Street, Petersfield GU31 4AG**. There is street parking on both sides of the road opposite. If full, please park at the Central (Waitrose) car park.

Initial Consultation/ Assessment

The first step is to meet for an initial consultation or assessment session. This normally lasts up to an hour and a half. This session allows me to gain a greater understanding of your difficulties and needs, along with some background history and consider your hopes and aims in pursuing further psychological treatment. Based on this, we will be able to discuss the most effective course of psychological intervention for you, how it would work, what you could expect, and what it would involve on your part. You can ask questions about any aspect of the treatment/ intervention. This session is also an opportunity for you to get some idea of how it might feel working together.

You may know whether you would like to continue by the end of this session, in which case we can book some further sessions (subsequent sessions last one hour), or you may prefer to think about it. An initial consultation does not obligate you to continue.

Therapy Sessions

Therapy sessions are normally 1 hour duration. The total number and frequency of sessions can vary depending on the nature, severity and complexity of your

psychological difficulties/ needs and what you would like to achieve from psychological treatment. In general, specific and recent issues can often be addressed in a focused way with short-term therapy (less than 12 sessions), whereas more sessions may be needed for longer term, recurrent, or complex issues. Some treatment guidelines indicate the duration of specific treatments for specific difficulties and this will be discussed with you in embarking upon treatment.

Fees

For self-funding clients, fees are charged at the rate of £165 for the first hour and a half assessment appointment and £110 per hourly session. If a shorter session is agreed this would be charged on a pro rata basis. If liaison with other professionals is required, this may be charged on a pro rata basis. The fee for assessment is required to be paid by BACS on the day of your appointment before you attend your appointment or by cash/ cheque at the beginning of the assessment. Subsequent consultation sessions can be paid by cheque, cash or BACS at the beginning of each session.

Please make BACS transfers to: DR A L BRUNETTI Sort Code: 09-01-28 Acct No: 23526704 and cheques payable to Dr Antonella Brunetti.

If your fees are paid by someone else (e.g. solicitors, employers, relatives) I will need to receive written confirmation that they will be responsible for your fees. They will then be invoiced directly.

If fees are being paid by private medical insurance, different rates apply (please check with your provider) the sessions are normally invoiced directly to the insurance provider. Please obtain an authorisation number and forward this and your membership number along with the insurance company details to Dr Brunetti by e-mail before initial assessment/ consultation. If there is a shortfall in the amount your insurer will pay per session or if your insurer withdraws funding during treatment, you will be responsible for the amount owing. If you decide to extend the therapy beyond the number of sessions your insurance will authorise, you will be invoiced accordingly and this portion will be your responsibility. Please also note the cancellation policy. If additional consultation by telephone or email is required this may be discussed at the session and will be charged at the normal fee rate on a pro rata basis (exceptions for this are clients who may be in DBT and who receive telephone coaching).

There may be a small administrative charge for issuing reminders for outstanding invoices. any future pre-booked appointments may be put on hold until outstanding payments have been received. I charge £15 for each overdue invoice reminder, plus interest as set by the Late Payment of commercial Debts (Interest) Act 1998. As a last resort, I may reluctantly take legal action or use debt collection services for unpaid invoices.

Cancellation or non-attendance

When you make an appointment, the whole session will be reserved for you. Two working days' notice of cancellation needs to be given once a session is booked otherwise the full cost of the session will be charged. Missed or cancelled sessions are not always covered by private insurance, so if you miss or cancel a session with less than two working days notice, you may be personally charged for the session at the full rate.

If you need to cancel or change an appointment I can be contacted by email: info@drbrunetti.co.uk or call/ leave a message for me on 07980301590. If you would like to extend a session, the additional time over and above the time booked is payable. Regular therapy appointment times will not be reserved during periods of extended leave from therapy.

Confidentiality

Your confidentiality as a client will be strictly observed in all circumstances except where I believe that there is a significant risk of harm to yourself or others. In this case I would need to contact a relevant individual as appropriate in the circumstances. This step would only be taken after careful consideration and with your knowledge and consent if at all possible.

Psychologists are required to attend regular clinical supervision sessions in order to maintain the quality of their work. Individual issues are discussed but confidentiality is maintained i.e. clients are not identified and personal information is kept to the minimum necessary for clinical understanding.

If you are using private medical insurance, I may be required to provide brief progress reports to the referrer and/or your GP, and information necessary for the authorisation of treatment and processing of invoices by your insurer. This is kept to the minimum necessary.

Data Protection

My practice is registered by the Information Commissioner's Office for Data Protection (www.ico.org.uk). You are asked to read the Privacy Statement under the 'For Clients' section of my website in advance of our first meeting. This explains my compliance with the General Data Protection Regulation (GDPR) 2018.

Your signature/s indicate/s your understanding and acceptance of the Terms of Business.

Signature of client

_____ Date _____

Signature of party responsible for fees (if other than client)

_____ Date _____