



General Terms and Conditions of Business

- Beginning and end of the therapeutic relationship

The therapeutic relationship begins with the first therapy session at the client's request. It ends at the client's request or following a mutual decision, with a final session desirable in either case.

The psychotherapeutic (initial) session has a duration of 50 or 90 minutes and is subject to charge.

The following determining factors are clarified in the initial session: referral circumstances, expectations, formulation of goals, treatment requirements & scope, anticipated duration of therapy, fee and payment terms, cancellation and holiday arrangements.
- Principles of psychotherapy

As a psychotherapist I am bound to absolute **secrecy**, even when dealing with public authorities, doctors and family members. However, you are able to release me from this bond if so desired.

The following values are essential for the therapy process: **anonymity, confidentiality, voluntariness, neutrality, empathy, appreciation and non-violence.**

As a psychotherapist I am obliged to keep records (e.g. beginning and end of psychotherapy, recommendations regarding consultation of doctors, and similar). You may view these general records at any time.

It is strictly forbidden to bring alcohol, drugs or weapons to the therapy rooms.

The session cannot take place if you attend the therapy while under the influence of alcohol or drugs. Payment for the therapy session is still due in such cases.
- Cancellation terms

Therapy sessions normally take place once a week. As continuity is an aid to successful therapy, the therapist should be informed about vacations and absences at least one month in advance.

A session is treated as being cancelled on time if the cancellation is received at least 48 hours before the arranged time. Otherwise the session is treated as having taken place and therefore also included on the invoice. Cancellations at short notice due to illness are considered on an individual basis.
- Payment
 - # Either at the end of a session in **cash**
 - # Or at the end of a session with **debit** or **Visa card** (costs €1 extra)
 - # Or payment in advance via invoice/bank transfer slip

One therapy session costs €90; a double session costs €180

Please confirm that you have read the General Terms and Conditions of Business by signing below.

Name & address

Date

Signature of client

Signature of therapist

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