



Professional Disclosure

This document serves as a professional disclosure for prospective clients, so that they may familiarise themselves with some aspects of the process of my practice as psychologist and how it relates to the client. This document may be printed and read, but it is requested that it is only signed after having discussed its content and any possible concerns with me during the initial consultation. This document serves to facilitate the process of a client being given the necessary information to be able to provide written, informed consent.

Psychological Services:

I offer individual psychotherapy, relationship therapy, sport/performance psychology (incl. mental toughness training), psychoeducational workshops, psychological assessment and career assessment.

1. Individual psychotherapy is offered for children, adolescents and adults who are experiencing life challenges, adjustment difficulties and/or developmental problems. These difficulties can manifest as emotional, behavioural and cognitive disturbances and may hamper an individual's ability to effectively function in terms of their self-care, academics, occupation, social life and/or close relationships.
2. Relationship therapy is offered for individuals who are having relationship difficulties, such as couples or families. This service may also be sought out if you require assistance with marriage preparation.
3. Sport/performance psychology, including mental toughness training, is offered to individuals who engage in sporting activities. This service is designed to provide assistance where the presenting problem is primarily linked to sport and sporting performance and may include difficulties such as performance anxiety or mental toughness concerns, among others. This service is **not** exclusively for professional athletes.
4. Psychoeducational workshops are aimed at developing "soft" skills and are set up to provide an engaging space where individuals/groups are provided with skills-based information. They currently do not carry SAQA/CPD accreditation and are not designed to replace group or individual therapeutic intervention. Topics may include bullying, information on mental health, self-care, study skills, motivation, leadership, etc.
5. Psychological assessment is offered to children, adolescents and adults. Psychological assessment is used to provide information or potential hypotheses about an individual's

cognitive, personality, emotional and/or neuropsychological functions. An assessment usually occurs over a few sessions and a detailed report is provided at its conclusion.

6. Career assessment is offered to individuals (usually adolescents, young adults or adults) to determine their interests, skills, personality traits, and/or values in an attempt to assist with career-related decision-making. Career assessment often includes an element of counselling so that decision-making can be facilitated.

Training, Registration and Approach:

I obtained a BA in Health Sciences and Social Services with a major in Psychological Counselling through UNISA. Thereafter, I completed Bachelor of Social Sciences (Honours) in Psychology through the University of Pretoria, followed by a Master of Arts in Counselling Psychology through Rhodes University. I am registered with the Health Professions Council of South Africa (HPCSA) and with the Board of Healthcare Funders (BHF) as a Counselling Psychologist. I am committed to continued professional development as part of keeping up to date with developments in the field of psychology so that I may provide the best service possible to my clients, and so that I may maintain professional registration.

My primary philosophical paradigm is humanistic: I value empathy; integrity; accountability; objectivity; altruism; relationships; and autonomy. Therapeutically, I work in an integrative manner, which sees me utilising Cognitive Behaviour Therapy, Intensive Short-Term Psychodynamic Psychotherapy, Strength-Based Approaches, and the Person-Centred Approach as tools for formulating, conducting and evaluating individualised interventions. I believe that my responsibility as a psychologist is not to fix every problem that you may have, but rather to work with you in building coping skills; accessing different skills and resources; and finding alternative ways of creating meaning. My personal goal as psychologist is to facilitate and foster sustainable psychological health and well-being.

Scope of Practice:

I work within the scope of practice of Counselling Psychology as it has been mandated by the HPCSA. This may mean that some presenting problems are outside my scope of practice. In such cases, I will provide a list of resources and the referral information of suitably qualified professionals.

Appointments:

All information related to appointments and scheduling will be discussed at the outset of the therapeutic process. In order for you to receive optimal benefit from your therapeutic process, your sessions must start on time, as they cannot exceed their scheduled slot.

1. In the case of psychotherapy (individual/relationship), problems are usually addressed over a series of once-weekly sessions which may continue over several weeks or months.

During the first session (also known as the intake session), the possible duration of this process will be discussed with you, based on the information that you provide about your presenting problem. Each individual therapy session is broken into two portions: 50 minutes of psychotherapy and 10 minutes of case-related administration that is performed by the psychologist. That is why sessions are scheduled and charged for at an "hour" rate.

2. Mental toughness training takes the form of a Mental Toughness Training package. This package generally consists of 3 sessions, but may be tailored to suit your particular needs.
3. Psychoeducational workshops generally consist of one 60 minute consultation with an individual or group.
4. The assessment process (psychological/career) can generally take place over a series of 1 to 4 sessions. This process consists of an intake session, an assessment procedure (1 or 2 sessions) and a feedback session.

The First Appointment:

The initial session serves as an introduction between client and psychologist. In this session, also known as the intake session, information on the presenting problem will be collected. This may mean that the first session includes more questions than subsequent therapy sessions. In this session, it is determined whether the professional relationship will be "a good fit". Other administrative matters are also discussed, including fees, scheduling, the possible duration of the therapeutic process, goals for therapy and any other questions that the client may have. It is important to note that you have the right to withdraw from the therapeutic process and that you will not be coerced or forced to remain in a process, unless you have been mandated by the court to do so.

Cost and Payment for Services:

Fees and payment arrangements will also be discussed during the initial consultation. I discourage payment for sessions in advance. Cost and payment options are as follows:

Individual/Relationship Therapy	
Option 1 – Cash/Electronic Payment (Debit Card, Credit Card, EFT)	Medical Aid
R750 per 51-60 minute session. An invoice will be provided.	The practice can claim from medical aids associated with Medscheme and Discovery Health at a rate of R820 per 51-60min session. It is the client's responsibility to check whether funds are available and whether services are covered. In the event that the Medical Aid does not pay for services, the client will be held responsible for payment.

Mental Toughness Training			
Cash/ Electronic Payment (Debit Card, Credit Card, EFT):		Additional Sessions:	
R1950		R570	
Psychoeducational Workshops			
Individual Client	2 Clients, rate pp.	3+ Clients, rate pp.	10+ Clients
R450 (Cash Payment) R470 (Electronic)	R215 (Cash Payment) R230 (Electronic)	R140 (Cash Payment) R160 (Electronic)	A fixed rate can be negotiated.

Cancellation Policy:

Any cancellation must be made no later than 24 hours in advance. Should an appointment be missed without due notice, the client may be liable to pay a cancellation/missed appointment fee amounting to 50% of the agreed-upon rate.

Confidentiality:

In all cases, at all times, I will strive to keep my clients' best interests at heart. This includes maintaining confidentiality, protecting my client's identity and not disclosing information as much as legally and ethically possible. Limits to confidentiality include: the risk of harm to self; the risk of harm to others (including purposeful non-disclosure of HIV/STI status to sexual partners); reporting suspected child abuse/neglect or other forms of abuse; defending claims brought by the client against the psychologist; client information being subpoenaed by court order; and in the event of supervision and professional consultation. Should the need for a breach in confidentiality become necessary, this shall first be discussed where possible, with the client. Special care will be taken when working with children. Where it is requested that I disclose information, for example in the case of a written report or referral letter, I will disclose only such information that is professionally relevant.

Professional boundaries:

The relationship between a client and psychologist is a professional relationship and excludes contact of a social, business, sexual, exploitative, friendly or otherwise intimate nature. Both the psychologist and client are responsible for maintaining a professional working relationship and to avoid or prevent any instances that may be detrimental to the psychotherapeutic or assessment alliance. Should a professional relationship violation or transgression occur, both client and psychologist have legal and ethical rights, and suitable recourse may be undertaken.

Client Responsibility:

The client enters into a psychotherapeutic alliance as an equal partner and collaborator. This means that the client accepts the responsibility of paying for services and engaging with the process in a way that does not hamper the attainment of therapeutic goals.

Psychological Emergencies:

A crisis management plan will be discussed during consultation and may include drawing up a list contacts with details of persons to contact in case of emergencies. Contacts can include the police, ambulance services, spiritual/religious leaders, trusted friends or relatives, medical doctors, psychiatrists, social workers and psychologists. Although it is possible to contact me on the number provided in an emergency, I do not routinely carry the practice phone with me after hours (before 09:00 and after 18:00 on weekdays, and from 18:00 on Friday evening until Monday morning at 09:00), or when I am on leave. During the day, I may also be unavailable to timeously answer a crisis call as I may be seeing other clients. As such, contacting another professional such as a doctor at an emergency room may be the best course of action in a psychological emergency. Therefore, clients are requested to contact medical doctors first, as they can assist with any pharmacological intervention, hospitalisations and/or referrals.

Other useful emergency numbers include:

1. Suicide Crisis Toll- free: 0800 567 567
2. South African Depression and Anxiety Group: 0800 567 567 or SMS 31393

Rights of Mental Healthcare Users

Users of psychological services have particular rights. Kindly familiarise yourself with these rights, which are available on the Health Professions Council of South Africa's website under the Professional Board for Psychology (www.hpcs.co.za). If you have any questions on this information, please feel free to ask so that I may clarify any concerns.

I, [client name] _____ hereby acknowledge that I have read and understood the professional disclosure, and that I will ask the psychologist, Marlé Coertzen, to clarify any concerns that I may have about the services; training; registration; therapeutic approach; scope of practice; appointments; the first appointment; fees; cancellation policy; confidentiality; boundaries; client responsibility; psychological emergencies; and rights as mental healthcare user.

I, Marlé Coertzen, hereby acknowledge that I have discussed the professional disclosure with [client name] _____ and have, to the best of my ability, clarified any concerns that they may have had prior to commencing with the therapeutic process.

Client Name and Signature

Date

Marlé Coertzen

Date