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Description automatically generated

Appointment Request Form

(Student)

|  |  |
| --- | --- |
| Name |  |

|  |  |
| --- | --- |
| Phone |  |
| Email |  |
| GP Sugery |  |

|  |
| --- |
| Please give a brief outline of your reasons for coming to counselling |
|  |

Please X the main issues affecting you

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Relationship Separation |  | Self-Harm |  | Work-related issues |  |
| Bereavement |  | Abuse in the Family |  | Physical Health issues |  |
| Chaotic Family Life |  | Abuse (of any kind) |  | Low Self-Esteem/Resilience |  |
| Sexuality |  | Drug/Alcohol Use |  | Trauma |  |
| Low Mood |  | Anxiety |  | Loss |  |
| Carer for a family member |  | Attachment Issues |  | Can’t Regulate Emotions |  |
| Isolation / Loneliness |  | Neglect |  | Conflict (of any kind) |  |
| Bullying |  | Diagnosed Depression |  | Other |  |

It helps me to know your availability during the week.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Morning (10-12.30) |  | Afternoon (1.30-4) |  | Evening (4.30-7pm) |  |
| Tuesday | Morning (10-12.30) |  | Afternoon (1.30-4) |  | Evening (4.30-7pm) |  |
| Wednesday | Morning (10-12.30) |  | Afternoon (1.30-4) |  | Evening (4.30-7pm) |  |
| Thursday | Morning (10-12.30) |  | Afternoon (1.30-4) |  | Evening (4.30-7pm) |  |
| Friday | Morning (10-12.30) |  | Afternoon (1.30-4) |  | Evening (4.30-7pm) |  |

How did you hear about our service? (please tick)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Word of mouth |  | Website |  | Facebook |  | GP Surgery |  |

|  |  |  |  |
| --- | --- | --- | --- |
| COST | | | |
| Student Counsellor | £10 per session |  |

In line with GDPR we must inform you that the information we hold on you will be the following:

* This Appointment Request Form
* Counsellors session notes
* If we have any concerns regarding your safety, we will notify you and perhaps raise a letter of concern form that could be passed to your GP or the police. You will be given a copy of this form.
* Your counsellor may use your mobile number to communicate with you about your appointments. Their number will be deleted as soon as their counselling comes to an end.
* Our organisation must keep client files while you are receiving therapy, they will be destroyed 7 years after you finish counselling with us.

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| --- | --- |
| Are you happy with the above? | **Yes / No** |