



Sandra Devlin BA MIACP (Counsellor & Psychotherapist)

Accredited member of Irish Association for Counselling & Psychotherapy

I am a fully qualified and Accredited Counsellor and Psychotherapist working in private practice. I am a fully Accredited member of the IACP.  
I have a Degree in Counselling and Psychotherapy.  
I adhere to the strict code of ethics and practice of IACP.  
I am insured for both public and professional indemnity and I am garda vetted. I provide both individual and couples counselling, working only with adults from 18 years onwards.

I use both an integrative and mindfulness approach to counselling. I integrate mindfulness, Person-Centred, Humanistic, Solution-Focused, Choice Theory and Reality Therapy approaches in the therapy sessions I provide. I use what best suits each individual so therapy is tailor made for each client. No one therapy suits all clients.

The range of issues I have experience in dealing with are: anxiety, stress, panic attacks, loss & bereavement, depression, low self-esteem and confidence, victims of physical, sexual or emotional abuse, difficulty in relationships with family, spouse or at work, making change happen, OCD, addiction, anger, issues surrounding sexuality, suicidal thoughts or plans and self-harming.

I provide a safe and confidential space for clients so they can experience being heard, accepted and understood. I help the client to help themselves.

Using a mindfulness approach enables and teaches clients how to be present with themselves, family, friends and to experience their life and what is going on around them, rather than life just passing them by.

Challenges are part of life but nearly everyone faces challenges and difficulties in their life at some time. But sometimes they can be overwhelming and we feel like we are helpless. Stress over a job, anxiety caused by uncertainty over the future, loss because of bereavement, problems over addiction or difficulties in a relationship are just some of the reasons why people feel they can benefit by talking to a professional Counsellor/ Psychotherapist.

### **What is Counselling/ Psychotherapy?**

Counselling/ Psychotherapy is for anybody. It can be of great support in times of crisis or change and involve the provision of professional assistance to people who are experiencing personal issues, in order to help alleviate those difficulties.



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### **What to expect at the first session.**

A client's first contact with a Counsellor/ Psychotherapist will usually be by telephone to arrange an appointment. At the initial appointment the following is usually discussed:

- The Contract between the Therapist and Client
- The frequency of therapy
- The duration of therapy
- Confidentiality
- Fees
- The client's situation/ issues

### **The Counselling Session**

Counsellor Name: Sandra Devlin,  
Name:

Email: [contact@sandradevlincounselling.ie](mailto:contact@sandradevlincounselling.ie)

Client ID Number

Sessions to take place once a week on

Fee Agreed

Duration of Sessions

The duration of each therapy session is 55 minutes.

Sessions begin to wind down after 45 minutes, finishing at 55 minutes.

### **Payment for Sessions**

The client pays the agreed amount at the end of each session.

### **Cancellation of Change of Appointment**

Failure to cancel your appointment 48 hours will result in payment for session being required.

If you need to cancel your appointment due to illness or emergency, please let me know as soon as possible.

In all other cases a minimum one week notice period for cancellation of an appointment is required.

In the unlikely event that the counsellor needs to reschedule a session, the client will be notified at least 24 hours in advance, and an alternative appointment will be offered.

Due to the high demand on the service, I would ask that if you do decide to stop coming for therapy that you would let me know.

Counselling sessions can only be held open for one week if you do not attend without contacting me.

### **Drug/ Alcohol Use**

You are encouraged to refrain from using any non-prescribed drugs and alcohol on the day of your appointment.



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### **Non-Validation Service**

This is a non-validation service, as counsellors and psychotherapists are neither medical nor legal experts, they are not expert witness. The only information I can supply is confirmation of attendance.

### **Confidentiality**

All counselling is confidential as laid down by the Irish Association of Counselling and Psychotherapy Code of Ethics. There are however some limits to confidentiality.

These include:

Counsellors regularly present their work in clinical supervision. The aim of this is to monitor and improve clinical work undertaken.

All supervision is done on a confidential basis and the client's name is never used.

A disclosure of breaking the law.

If the counsellor evaluates that the client is a danger to self, others or the counsellor.

A disclosure of abuse involving a minor (under 18 years) or any other child protection issue emerges.

If the counsellor knows, believes or has reasonable grounds to suspect that a child:

Has been harmed,  
Is being harmed, or  
Is at risk of being harmed.

Under the Children's First Bill 2012 and withholding of information on offences against children and vulnerable persons, I would have a statutory obligation to report a concern of child abuse to the HSE.

In the case where a counsellor deems it necessary to breach confidentiality, they will contact the agency manager and client's GP or family member/ friend. All child protection concerns must be discussed with the centre's designated child protection officer. Whenever possible, this will be done with the client's knowledge and is aimed at making sure the client is cared for and safe at all times. It is an extension of care rather than a breach of confidentiality.

### **Number of Sessions of Counselling/ Psychotherapy**

Whilst the number of sessions required depends upon your individual needs and the complexity of the issues disclosed, we would recommend that you attend a minimum of six sessions of counselling to benefit from the process. This is reviewed at the sixth session and at six week intervals thereafter

### **Notice Period**

To finish counselling, you need to give a minimum of two sessions notice.



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The aim is to provide a period of time to resolve any unfinished issues and end the sessions safely.

### **Ethics and Professional Practice**

I practice and abide by the IACP Code of Ethics and Professional Practice.

### **GDPR**

Any information collected is strictly confidential and is stored safely in a locked cabinet at a secure location.

We do not store client data electronically.

Your counsellor will keep confidential session notes while you are attending the centre and you have a right to access a copy of these should you so wish.

You also have the right to request amendments or deletion of information held about you under the General Data Protection Regulations (revised May 2018).

However, it is our policy to retain a copy of client information and case notes for six years after your relationship with your counsellor ends.

The legal basis for this is twofold; firstly it is directed by our insurers and secondly it would also be referred to in the event of any complaints or disputes that may arise, legal or otherwise as our record of the client relationship.

You may request a copy of any information pertaining to you that is held on file and we will respond to requests within 40 calendar days as per the legislation.

### **Client Research**

I would believe that clients' understanding of their problems and resources is paramount.

At each session you will be asked to complete a Clinical Outcomes in Routine Evaluation (CORE) form each week.

This is to help monitor your progress and adapt therapy to suit your needs.

At all times, the information you provide on these forms is used to help determine where you are at, how therapy is going, and if the approach to therapy needs to be altered.

All information related to the CORE will be shared with you.

It is a great way of tracking change and focusing the work we do together.

This agreement is fully understood, agreed and is signed as it stands by:

Client Signature

Client Signature

Counsellor Signature

Date