



### Master of Counselling Mutual Benefit Therapy Program (MBTP) Student Contract

First Name:	Last Name:
HK Address:	Email Address
Tel:	WhatsApp:
Emergency Contact (Name & Relationship):	Emergency Contact No:

### SERVICES

#### Master of Counselling (MOC) Student Services (The Student)

- The student will provide Face to Face (F2F), online and telephone counselling services to clients allocated by aMindset (AM) within the Monash University AM placement agreement.
- AM reserves the right to reallocate clients should they deem it is in the student or client interest.
- The consultation period will last for 50-60 minutes. The charge for each consultation will be HKD300. AM will collect the fee. Removal from the AM-MBTP program will result if a client fails to make prompt payments.
- Booking of the therapy room is via Google sheets. You will be given the link when you start the MBTP program. There is an appointment cancellation policy of 24 hours - Refer to the client intake form.
- The F2F sessions will occur in Room 1601, 16/F, 18-20 Lyndhurst Terrace, Central, HK.
  - Availability: **Mon** 8am-9pm: **Tue** 8am-9pm: **Wed** 8am-1pm: **Sat & Sun** 8am-9pm: **Thu & Fri** Variable.
- AM will organise and forward to you the AM client intake form. Any additional paperwork given to the client is at the student's discretion.

### ACCOUNTABILITY AND REPRESENTATION

While involved in the AM MBTP placement program, you will be accountable to your allocated supervisor (Liz McCaughey) and under her guidance. You must attend one hour of supervision for every 4 hours of client contact. When you leave the MBTP program, AM will organise a suitable student referral in consultation with the client. If you and the client wish to continue working together, the client *may* be referred to you by AM.

### PERSONAL DATA PRIVACY STATEMENT

You agree that AM can share your personal information with employees and volunteers of AM. All employees, volunteers and service providers will keep your information confidential, and will only use your information for reasons related to our work. AM will never sell or use your data for direct marketing. Under the Personal Data (Privacy) Ordinance of Hong Kong, you have the right to request access to and correction of any personal data held by AM.

I AGREE:

Signed: \_\_\_\_\_

Date: (DD/MM/YY): \_\_\_/\_\_\_/\_\_\_