

## **Information and Service Agreement**

*Welcome to Bunbury Psychological Services a private practice that opened its doors in 2013 as a new branch of Mandurah Psychological Service Pty Ltd offering 16 years of consultation and experience. Professional counselling and psychological assessments are just some of the services on offer to individual adults and children, couples and groups.*

*BPS is a registered provider with a number of affiliated organisations that deliver a range of programs. BPS embraces evidence based techniques and therapies and adopts a continuous learning approach to psychological practices.*



**Bunbury**

Psychological Services

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*Please read, complete and return this form before attending your first appointment*

### **FEES**

Bunbury Psychological Services charges well below the recommended fee for a one hour standard consultation at \$150.00. The Australian Psychological Society recommended fee is \$222 for a 1 hour consultation. IQ testing, and report preparation are charged at standard APS rates (pricing available if these are required). One hour Sexologist consultation fees are \$200.00.

Cash, cheque, online deposit and EFTPOS facilities are available for your convenience. Payment is required at the time of your consultation. For the initial consultation, a credit card number is required as confirmation.

### **MEDICARE REBATES**

For those who access our services under a GP Mental Health Care Plan (MHCP), you may be eligible for a Medicare rebate, which is currently \$84.80.

### **BULK-BILLING**

Unfortunately, Bunbury Psychological Services does not provide bulk-billing services.

### **HEALTH FUND REBATES**

Several private health funds provide cover for psychological services of registered psychologists, whilst others only provide cover at specialist levels (such as clinical psychology). Please check with your private health fund for your particular level.

### **CANCELLATION POLICY**

Less than 24 hours notice and non-attendance will incur the full consultation fee (\$150.00). Your credit card will be charged should you miss your initial appointment without giving 24 hours notice.

Medical certificates will be accepted if you have been ill and were not able to provide such notice.

It is important that if you can't make your appointment to phone and reschedule as soon as possible - it could be reassigned to another client.

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## **OUR LOCATION**

We are located at 12-16 Vasse Street, Bunbury, WA, 6230 as part of Brecken Health Services in the Greater Bunbury Medical Centre (Next door to Bunbury Honda and opposite the Bunbury Race Track).

## **PRACTICE PRIVACY POLICY**

Privacy laws in Australia regulate the way this psychological practice handles your personal information. This includes protecting the access to, storage of and disposal of confidential records.

As a client, you have rights to confidentiality. An explanation will be given 'up front' to all clients, that the psychologist is obligated to breach confidentiality and tell a third party, if they disclose information that causes the psychologist to be concerned about their welfare or safety. The psychologist will endeavour to obtain the consent of the young person, or those unable to give voluntary consent, to direct their concern to the relevant party.

You are entitled to access personal information held about you as a current or past client. Informed written consent will be obtained from you, prior to sharing your personal details with other organizations that share a legitimate professional interest in you and your welfare. The limits to client confidentiality are restricted where a court of law requests personal records and information.

This service abides by the Australian Psychological Society's Code of Ethics and is unable to enter dual roles by providing professional services to close friends or relatives, its employees and supervisees.

## **PURPOSE OF HOLDING INFORMATION**

Your information is held to assist in assessment, diagnosis and intervention at the discretion of the psychologist. The information documents the ongoing of each session for the provision of providing informed psychological services.

## **CONCERNS**

If you have concerns about the management of your personal information, please inform your psychologists at Bunbury Psychological Services.

You will receive a copy of the National Privacy Principles describing your rights and how your information should be handled. If you do wish to lodge a formal complaint about the way in which your personal information is being handled, you may contact the Office of the Federal Privacy Commissioner on 1300 363 992.

I \_\_\_\_\_ have read and accepted the terms stipulated in the above service agreement and understand the conditions of this service.

Client's Signature \_\_\_\_\_

Date: \_\_\_\_\_