

THERAPEUTIC CONTRACT

Psychological Support

Welcome to Espaço Sobre Nós!

Life is happening, but where do WE stand?

This is a space that believes that who we are goes far beyond the individual. It is also found in the relationships we form and the contexts we inhabit, essentially, the Us of which we are a part. However, our mission is to remind you that before any Us, there is an “I” that cannot be forgotten, deserving a space of care and attention.

Thank you for choosing us to be that space! We are here to welcome the I, the You, and the Us.

We take this process and the trust you place in us very seriously. Below is some information we would like you to know regarding the support sessions.

How do these sessions work?

Sessions can take place in person or online.

For online sessions, we use platforms such as Google Meet, WhatsApp, Teams, or Zoom.

To ensure a suitable environment, you should be alone so that you can express yourself freely and ensure confidentiality. It is important to be in a location with a stable internet connection that allows your image to be seen and your voice to be heard clearly. Sessions may be held in a car, provided it is stationary and meets the aforementioned conditions.

What is the duration and frequency of the sessions?

Individual sessions last 50 minutes, with the exception of the first session, which is longer and may last up to 1 hour 30 minutes to get to know you better and understand what brings you to the consultation.

It is important to be on time to avoid delays for subsequent sessions.

Frequency will be defined together with the professional. Generally, in the initial phase, sessions should have a maximum gap of two weeks (fortnightly), though weekly is ideal to establish the

therapeutic relationship and ensure commitment. As the process progresses, sessions may be spaced further apart by mutual agreement.

Ideally, at the end of the first session, all sessions for the current month are scheduled, a process that should be repeated monthly based on everyone's availability.

How many sessions do I need to feel better?

The psychological support process has no magic formulas or "one-size-fits-all" solutions. It is a process with its own rhythm, dependent on various factors, including the therapeutic relationship, your motivation and commitment, and the nature of the initial request.

What does the therapeutic process include?

The first two to three sessions will be dedicated to clinical assessment and outlining an intervention plan based on the therapeutic goals we define together. The intervention includes:

Online or in-person consultations, durations as mentioned above.

Support via email for clarifications and questions, within reasonable limits, with a response within a maximum of 24 hours.

Challenges and exercises between sessions when appropriate to apply what is discussed.

Provision of useful materials relevant to your process.

What are the session fees?

For individual support, the first session, which is longer and evaluative in nature, is priced at 65€. All subsequent sessions are priced at 60€.

The preparation of Clinical Assessment and Intervention Reports carries an additional cost of 35€ each, payable upon delivery. Occasional documents requiring brief information will not be charged.

How do payments work?

For in-person support: If paying in cash, payment can be made at the end of the consultation. MB Way payments must be made at the start of the session to avoid disrupting the conclusion of the appointment. Bank transfer payments must be completed the day before the session, and proof of payment must be sent.

For online support: Payment for the first session must be made within 24 hours of booking to secure your slot. Payments for next consultations must be made at least 24 hours before the agreed session time.

Payment Methods:

MBway – **916 271 413** – please include your name in the payment description;

Bank Transfer to IBAN **PT50 0007 0000 0081 0769 9422 3**;

After any payment, you must send a proof of payment to email (sobrenos.espaco@gmail.com).

What is the cancellation and rescheduling policy?

To ensure the smooth running of the process, it is crucial to ensure regular attendance and responsibility towards this Space. Therefore, twenty-four hours' notice is required for cancellations or rescheduling.

Cancellations or requests for rescheduling made less than twenty-four hours before the session, for reasons other than acute illness or other effectively unexpected and urgent situations, will result in no refund of the amount already paid (for consultations that had already been paid for) or will require payment for the missed session before the next one can be scheduled.

Should the professional need to cancel a session, the cancellation will be made with as much notice as possible. If payment has already been made, the money will be refunded or retained to cover the next session.

In cases of frequent and repetitive cancellations, the future of the therapeutic process may be reconsidered.

It is also important to avoid being late. For delays exceeding fifteen minutes, the time may not be made up to avoid delays in subsequent sessions. In the event of a delay on our part, the minutes will be made up during the same session, if possible for both parties, or will be compensated for in the following session.

Is the process confidential?

The privacy and confidentiality of the data shared during the therapeutic process are assured, guaranteeing that only strictly necessary information is collected. A breach of confidentiality occurs only in exceptional situations of imminent risk and will always be discussed with the individual beforehand. Furthermore, during the process, we will create clinical records regarding your progress, which will be confidential documents to which only the professional will have access, the objective of which is to facilitate and assist in your intervention. These records are not shared with third parties without your consent, as it is the duty of the professional to safeguard your privacy. Even though they are in the possession of the professional, you are the rightful owner of these records. Any sharing of these records within the context of clinical supervision with other psychologists, and under the duty to maintain confidentiality, will be performed while ensuring your anonymity.

We are available to clarify any questions or doubts you may have. If you have read and agree with the aforementioned, we invite you to sign this document.

The professional also signs it, committing to providing you with a safe space that respects your timings and individualities, with an assessment and intervention based on science and evidence, following the deontological and ethical code of the Order of Portuguese Psychologists.

I, _____, Psychologist registered with the Order of Portuguese Psychologists with professional certificate n° _____, confirm that I have adequately and intelligibly informed and explained to the client the matters related to the functioning of the therapeutic process, as well as the creation and storage of clinical records. I have answered all questions posed to me by the client.

Signature:

_____/_____/_____ (date)

I, _____ (name), cliente of _____, have understood how the therapeutic process functions and freely declare that I accept the conditions mentioned above, as well as the creation of clinical records. Consequently, I authorise the processing of my personal data for this purpose, having had the opportunity to ask all questions I deemed relevant and having obtained clarifying answers for all of them; therefore, I sign this informed consent.

Signature:

_____/_____/_____ (date)

Thank you for your attention so far.

Congratulations on your courage!

Let us get to it 😊

- The Sobre Nós Team -