

Informed consent for counselling

It is important that all students know their rights and responsibilities when they engage in counselling sessions on our campus.

Please read this document carefully and discuss any questions that you may have with your counsellor.

Once you have read this document and clarified any questions with your counsellor, please complete all the information required below and sign.

Please note that your counsellor will not be able to assist you if you are not comfortable with this agreement.

1. Only professionally registered counsellors provide counselling on our campus.
2. Counselling with your counsellor at an IIE campus is limited to three sessions.
3. The purpose of these three sessions is to assist you in managing the life situation causing you distress, and, to help you plan the best way to get further assistance should you need it. Should you need more than three sessions, your counsellor will assist you with a referral to another counsellor, appropriate specialist or agency. You are not bound to accept the referral but if you do accept it, it is your responsibility to follow up and contact the counsellor, specialist or agency to whom or to which you have been referred for further support.
4. Records of the sessions you have with the counsellor on this campus will be kept in accordance with professional and statutory requirements for confidentiality and security.
5. As your sessions with the counsellor are private and confidential, they will not be disclosed to another person unless with your permission or if it is necessary to do so in exercise or defence of your rights or rights of other persons or if we are obliged by law to communicate the information to another party.
6. Statistical records of counselling sessions are kept. However, the information kept will not identify you.
7. In order to ensure that the counselling services are of a high standard the records of the services will be checked from time to time by another registered counsellor with whom your counsellor may discuss the counselling that has been done. This will be done in confidence and in a manner that does not violate your rights to privacy and confidentiality.
8. The campus will ensure that any processing of your personal information is in line with the Protection of Personal Information Act, 2013 (POPI Act).

Signature and acknowledgement

I have read and understood this document and had an opportunity to discuss it. Any information I share is shared within the context created by this document.

Name: _____

Date: _____

Signature: _____

Counsellor name: _____

Counsellor signature: _____

Please ensure that the student has a signed copy of this form and that the original is placed on the student file. A student returning within the same year would not have to sign again but should be reminded of the conditions.