**Application Process**

To access professional counselling funded by the DoC’s Wellbeing for Clergy and Families service, it would be helpful if you would answer the questions on this form on behalf of your child or with your teenager.

Based on the information you provide, Laura Steven (Head of WCF) will assess your child’s requirements with the aim of matching them with a qualified children/young person’s counsellor for up to 12 sessions, as soon as possible. The WCF service commissions independent therapists, all of whom are monitored and supported by the service, hold professional liability insurance, are accredited members of a professional body related to their therapeutic modality, abide by the ethical principles as required by their membership and have monthly clinical supervision. Ask the counsellor directly if you would like to know more.

**Consent and confidentiality**

To protect their confidentiality, their information is held on a fully encrypted, digital database which complies with the WCF GDPR and Privacy Policy. These brief notes are only accessible by their individual therapist and the Head of WCF.

By completing this referral form you are consenting that information can be shared about your child, a) with a WCF therapist who may discuss content with their clinical supervisor whilst keeping your identity anonymous b) with third parties if risk of harm to themselves or others is identified (e.g., a GP, emergency services, DoC safe-guarding team) c) other service providers with your prior agreement (e.g., a doctor).

**Please indicate how they qualify for support, e.g., which parent is DoC clergy?**

If you have any questions, please email [wellbeingforclergy@chichester.anglican.org](mailto:wellbeingforclergy@chichester.anglican.org)

**Applicant Details**

Applicant’s full name:

Date of birth:

Parent’s email address:

Parent’s mobile:

Child’s mobile (optional)

Parent’s landline:

Applicant’s home address:

GP Name and Surgery:

Date of application:

**Motivation**

What is the reason for making this referral? What are you/they hoping might be gained from counselling?

**Mental Health**

How would you describe their mental health?

Are they currently at risk of harming themself?

Have they [ever] had any form of counselling, psychological or psychiatric care?

**Optional Questions, General Health and Lifestyle**

How would you describe their physical health? Do they have any medical conditions that might be relevant?

Do they have any access/other requirements you would like their counsellor to be aware of?

Who lives in the household?

Is there any other information that you would like to share?

**Availability**

The WCF counsellors are now highly experienced in online counselling; this continues to be an option that may enable access to counselling more quickly if there isn’t a counsellor immediately available locally. You must ensure your child’s privacy and I.T. resources for online counselling.

Do you/they have a preference for online or in-person counselling?

What areas/towns are you willing to travel to, for them to see a counsellor in-person?

Is it very important for them to see a counsellor of a particular gender?

What is their availability for appointments?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| Morning |  |  |  |  |  |
| Afternoon |  |  |  |  |  |
| Eve |  |  |  |  |  |

**GDPR, as a parent/carer,** do you consent to this information being held on a fully encrypted, digital database that is only accessible by your individual therapist and the Head of WCF? ***Yes or No?***

Please state clearly if you agree to being contacted by: mobile landline email post

Thank-you for sharing this helpful information, please email the form to Laura Steven at [wellbeingforclergy@chichester.anglican.org](mailto:wellbeingforclergy@chichester.anglican.org)

*Please do not post/deliver forms to Church House.*

Laura works part-time, so you can expect a response within around 7 days. The speed with which you can start counselling will depend on your child’s requirements, their availability/location and the availability/location of a qualifies children’s counsellor. Following their initial appointment, upon mutual agreement with the counsellor they can continue accessing up to 12 sessions (maximum) funded by the WCF service.