

Thank you for your interest in Cork Counselling Services.

If you have any difficulties with this form please contact us and we will gladly help you.

Before we can set up your first appointment, we would ask you to kindly fill out the following information, which will be kept completely confidential.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email: \_\_\_\_\_

If we don't manage to talk to you directly may we leave you a voicemail? Yes / No

Do we have permission to contact you by email? Yes / No

Do you require a lower level room or cannot climb the stairs? Yes / No

Would you like to receive a reminder text in advance of your initial appointment Yes / No

When we receive this completed form, we will add your name to our waiting list. You will be offered a first appointment as soon as one becomes available.

If you cannot attend this appointment it is very important that you let us know as soon as possible. This would allow us to offer your appointment time to someone else. Of course, we will be very happy to rearrange your appointment for a more suitable time.

The full cost of each session is €60 however The Centre operates a sliding scale so as to make the service available to all. A lack of money should never stop you from coming to counselling.

**Please note:**

- If you are coming for counselling for yourself, it is not suitable to bring children with you.
- We want to protect your privacy. If you are coming for counselling for yourself we are unable to see other people with whom you have a close relationship while you are attending The Centre (e.g. family, friends, colleagues etc.)
- If a child is coming for counselling we require that the first appointment be with the parents / guardians.

**If you do not return this form we will assume that you no longer require an appointment at this time.**

Signature: \_\_\_\_\_

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

Please return this form to: Administration, Cork Counselling Services, 7 Fr. Mathew Street, Cork

General Data Protection Regulation (GDPR) is the EU's new privacy law. Please see our Privacy Policy on [www.corkcounsellingservices.ie](http://www.corkcounsellingservices.ie).

Due to COVID-19, all clients will be pre-screened prior to their attendance at The Centre. Please do not attend your appointment if you feel unwell, or if you have been advised to self-isolate. Please wear a face mask attending The Centre.

**Thank you**