

Keeping Our Cool: Managing Confidentiality, Records, UK-GDPR, Disclosures & Report writing

Saturday 20th November 2021

(10am - 3.45pm)

A BADth CPD day via Zoom

As a therapist, are you concerned about how to write and keep your client records, and who should have access to information about your client work? Then this workshop is for you! The session will cover:

Creating and keeping effective professional client records:

- What is expected of professional client records?
- What should I include/omit in my client records?
- How do I manage confidentiality?
- When should I provide others with client information?
- How might I present my work in evidence?

UK-GDPR in relation to our notes.

Confidentiality, information sharing, report writing:

- Different types of court and their roles
- The powers of the police, lawyers and the judiciary
- How to respond to a solicitor's request for evidence
- Case notes and other therapeutic material that can be used by the courts
- Managing confidentiality and disclosures
- Writing Court reports (what to include or omit, structuring reports and presentation)



This course is facilitated by **Dr. Barbara Mitchels**, a practising therapist who is also a retired solicitor. She will help with answers to these questions and developing your skills and confidence in creating and keeping client records and the confidence to present them to others, for example in the court arena. The workshop includes facilitator input, experiential activities, group discussions, handouts and role play exercises to develop and practise skills and techniques.



The benefits of attending this workshop:

- Develop skills and confidence in writing and keeping client records
- De-fuse the data protection law to make it clear
- Understand when and how to share client information
- Increase your knowledge and confidence about sharing your records on a professional basis
- Gain 4.5 hours of CPD and a certificate

This course will be useful for Counsellors, Psychotherapists, Psychologists, Drama, Art and Creative Arts Therapists, Child and Play Therapists, Practice managers, School Safeguarding Staff.

BOOK NOW!

MEMBERS: £90

NON-MEMBERS: £120

STUDENT MEMBERS: £60

Contact franfleeming@badth.org.uk to book your place