

## Complementary Therapy/Podiatry Agreement

Welcome to Cancer Support Scotland's Service. We hope you benefit from your Complementary Therapy and or Podiatry sessions.

To ensure that we can meet your needs and those of our other service users, please read and sign this Complementary Therapy Agreement.

Complementary Therapy Sessions last up to 45 minutes; you have been allocated up to six sessions. This can be extended if your Complementary Therapist assess it is necessary, with the agreement of the Operations/Service Manager. Your Complementary Therapist will discuss this with you if it is relevant.

- To enable us to provide our Complementary Therapy service free of charge and to ensure that we are providing the best and safest possible service for you. You will be required to complete Complementary Therapy aims, evaluation forms and client record forms.
- Whatever you discuss with your Complementary Therapist/Podiatrist is confidential and is only shared with other therapists and the Operations & Service Manager if necessary. This is unless it is assessed that you are at risk of harming yourself or others, or a law has been or will be broken. In these circumstances it may be necessary to inform the appropriate people such as your G.P.
- If the podiatrist assesses that the podiatry that is required is to a level that we do not provide, the podiatrist will advise you on the next course of action.
- If for any reason our Complementary Therapist cannot meet your needs, we will aim to offer you the services of another Complementary Therapist within Cancer Support Scotland, or provide you with details of another organisation that may be able to meet your needs.
- Each Complementary Therapist keep brief notes after each session; these will be securely stored, as per our Data Protection Policy.
- Cancellation: If for any reason you cannot attend your Complementary Therapy sessions, please call us as soon as possible on 0141 337 8199. This will enable us to contact your Complementary Therapist and possibly offer your appointment to someone on our cancellations list.
- If for any reason we have to cancel your appointment, we will contact you as soon as possible, to re arrange.
- To ensure the safety of our other service users, volunteers and staff, please do not attend our centre if you have suffered from cold, flu symptoms, sickness or diarrhoea over the past 48 hours or any infection until contagious infection until it is have cleared and it is no longer contagious..
- If you have had a PET Scan or chemotherapy within the last 24 hours, also if you have had a Brachytherapy implant seeds two months prior to visiting us. If you do, I am sorry, we will not be able to provide you with any of our Complementary Therapies. After these periods of time have passed, we will be happy to provide you with our Complementary Therapy service, if it safe to do so.
- If you have been undergoing any treatments that may put pregnant woman at risk if they are in contact with you, please do not attend our services.
- If your medical condition or your treatment changes whilst you are attending our Complementary Therapy Service, it is important that you inform your Complementary Therapist, this is to ensure that we always provide a therapy that is safe for you.
- If you would like to discuss any of the above information in further detail your Complementary Therapist they will be happy to help. Alternatively, please contact our Operations and Service Manager, Madaline Alexander on 0141 337 8199.
- I understand and agree to the terms of this agreement.

SIGN (service user): \_\_\_\_\_ DATE: \_\_\_\_\_

SIGN (therapist): \_\_\_\_\_ DATE: \_\_\_\_\_