



# Mindsia Mental Health Wellbeing Group CIC



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82A James Carter Road, Mildenhall, IP28 7DE

## Policy and Procedure for Client Assessment

### 1. Purpose:

- To ensure that all clients receive a thorough and consistent assessment to determine the most suitable therapeutic approach and support their mental health needs.

### 2. Initial Consultation:

- Clients are required to complete an Initial Consultation Form to provide basic information about their mental health concerns and personal details. This form helps gather preliminary data and assess the urgency of the client's needs.

### 3. Client Assessment Form:

- Following the initial consultation, clients fill out a Client Assessment Form. This comprehensive form collects detailed information on the client's mental health history, current symptoms, and therapy preferences.

### 4. Therapy Preference Assessment:

- Clients are also guided to complete the assessment available at c-nip.net. This tool helps determine the client's preference for different types of therapy, ensuring a personalized approach to their treatment plan.

### 5. Review and Analysis:

- The completed forms are reviewed by a qualified therapist, who analyzes the information to understand the client's needs and preferences. The therapist may also conduct follow-up interviews or consultations if more information is required.

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#### 6. Therapy Recommendation:

- Based on the assessment data, the therapist recommends the most appropriate therapeutic approach, which may include individual therapy, hypnotherapy, or another modality offered by Mindsia.

#### 7. Client Agreement:

- The therapist discusses the recommended treatment plan with the client, ensuring they understand and agree to the proposed approach. Any concerns or preferences expressed by the client are considered before finalizing the plan.

#### 8. Documentation:

- All assessment forms and consultation notes are securely stored in the client's file, accessible only to authorized personnel in accordance with data protection laws.

#### 9. Follow-Up:

- The client's progress is regularly monitored, and assessments are revisited to ensure the therapy remains aligned with the client's evolving needs.

This procedure ensures a structured and client-centered approach to therapy, promoting effective and personalized mental health support.

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