



CLIENT TERMS AND CONDITIONS

Please read these terms and conditions which apply to the provision of professional services provided by Raja Burman and PT Nava Bali Indonesia. By making an appointment, you are agreeing to the following terms and conditions. If you are unable or unwilling to agree to these terms and conditions, then you should not book an appointment or continue with your course of therapy.

FREE INITIAL CONSULTATION

You may be offered a free 20 minute online initial consultation. No therapy will be provided during the consultation.

The purpose of this initial consultation is to explain the Rapid Transformational Therapy (RTT) Method, understand your presenting problem and to determine if we are comfortable working together. During these calls, estimates of the number of sessions required to deal with your presenting issue are given on the basis of the information presented at that time. Estimates are only rough guidelines and are subject to change.

BOOKING & PAYMENT

In-person sessions: Full payment is due at least 48 hours prior to the first session. No refunds will be issued for cancellations within 48 hours of the session appointment.

Online sessions: Payment for online sessions must be made at least 24 hours before the scheduled session start time. Where payment is not received 24 hours before your session, the session will be cancelled and may be offered to someone else. It is your responsibility to pay the session fees before each scheduled session in order to confirm the appointment booking.

Payment Methods

Payment may be made online via credit/debit card. Payment for in-person sessions can also be made via credit/debit card prior to your session. Cash and cheques will not be accepted without prior agreement.

CONTACT BETWEEN SESSIONS

Any contact between sessions will be by telephone, WhatsApp, or email during office hours only (8am to 6pm). Any messages received outside of these hours will be dealt with during office hours only.

MEDICAL OR PSYCHOLOGICAL CONDITIONS

We may ask questions about your medical history to establish any contra-indications to treatment. This will also help to assess whether your health is affecting (or being affected by) the therapeutic goals you wish to achieve. Please update us of any medical changes during your course of therapy, or if you are returning to therapy after a period of absence.

If you are receiving care or treatment from any medical, healthcare or therapy practitioner, e.g. GP, Psychologist, Psychiatrist or Counsellor, you may be asked to seek their permission before any therapy sessions can commence.

Please note that we will be unable to offer our professional services if you suffer from epilepsy or any form of psychosis.

AGE RESTRICTIONS

You must be at least 18 years old to participate in online sessions. Clients under the age of 18 years old must be accompanied by a parent or guardian and will be seen in-person

ATTENDING YOUR SESSIONS

Please ensure that you are available at your session start time. If you are running late, please let us know as soon as possible. We will do our best to make a full session available, however, as the ability to do this will depend on bookings after your session, this cannot be guaranteed.

HYPNOTHERAPY RECORDINGS

Hypnotherapy recordings should not be listened to whilst driving, operating machinery or undertaking any other activity where concentration is required. Any recording provided is for your personal use only and must not be shared, lent, copied, or sold under any circumstances.

OUTCOME OF SESSIONS

The agreement to work on the issues presented by you in no way implies or guarantees the resolution of your presenting issue(s). No outcome can or will be guaranteed. However, we will always endeavour to use our best efforts and skills to work towards your goals and intended outcomes.

STANDARDS OF BEHAVIOUR

During the course of any therapy sessions, we will treat you with respect and not abuse the trust you place in us. We will use best practice at all times in our mutual interest. In return, you undertake not to harm yourself, or any other person, including us, or any property belonging to either us or any other person.

You agree not to attend sessions under the influence of alcohol or recreational drugs, except those medications which have been prescribed by your doctor. If you do attend any sessions under the influence of alcohol or recreational drugs, or demonstrate violent or abusive behaviour, we will cancel the session and may refuse to see you for any further sessions without refunding any payment already made.

CONFIDENTIALITY

All contact, including sessions, telephone conversations and emails, will be conducted in confidence and may be recorded. Prior to any recording, your agreement will be sought. All recordings, conversations and notes will remain confidential, except in the following circumstances:

1. Where you give permission for confidentiality to be broken
2. Where we are compelled by a court of law
3. Where the information is of a nature that confidentiality cannot be maintained, for example:
 - The possibility of harm to yourself or others exists
 - In cases of fraud or crime
 - When minors (under 18 years old) are involved
4. Where a referring GP or other healthcare professional requires a report. A copy of the report will be available on request.

LIABILITY & INDEMNITY

Under no circumstances will Raja Burman or PT NAVA Bali Indonesia be liable for any damages, including without limitation, direct, indirect, incidental, special, punitive, consequential, or other damages (including without limitation lost profits, lost revenues, or similar economic loss), whether in contract, tort, or otherwise, arising out of the advice or information provided to you during professional services provided by Raja Burman and PT Nava Bali Indonesia. In addition, you agree to defend, indemnify, and hold Raja Burman and PT Nava Bali Indonesia harmless from and against any and all claims, losses, liabilities, damages and expenses (including legal fees) arising out of your participation in the professional services.

GOVERNING LAW

These terms and conditions and any other matters arising out of or in relation to these terms, shall be governed by and construed in accordance with the laws of Indonesia. You agree to submit to the exclusive jurisdiction of the Indonesian courts to settle any dispute which may arise out of or in connection with these terms and conditions.

TERMS AND CONDITIONS UPDATES

These terms and conditions are subject to revisions without notice. Please familiarise yourself with any amendments if you have re-started therapy with us after a long period of absence.

DATA PROTECTION

For our services, your personal data is collected, processed, used and stored in accordance with the following [privacy policy](#). By booking an appointment, you signify your acceptance of this Privacy Policy. If you do not agree to this policy, please do not book an appointment. The terms of this Privacy Policy may change from time to time without prior notice to you, so please check our website periodically for any changes.

CONCERNS & COMPLAINTS

If you have a concern or complaint regarding your therapy, please discuss this with us in the first instance and we will endeavour to resolve the issue.

STATEMENTS OF UNDERSTANDING

By signing the Client Agreement, you agree to abide by the terms and conditions of the Client Agreement. You also agree with the statements below:

I confirm that I have been advised by Raja Burman and PT Nava Bali Indonesia of the scope of the therapies that they provide and give my full consent to receiving therapy sessions from Raja Burman and PT Nava Bali Indonesia.

I understand that results may vary from person to person and the agreement by Raja Burman and PT Nava Bali Indonesia to work on the issues or problems presented by me, using whatever therapies are appropriate to my situation, in no way implies or guarantees the resolution of any presenting problems or issues.

I understand that hypnotherapy or any other therapy or information provided by Raja Burman and PT Nava Bali Indonesia either in person or via telephone, WhatsApp, email or internet, is not a replacement or substitute for psychological or psychiatric treatment. If I have any doubts or concerns about my health, I will seek advice from an appropriate qualified healthcare professional.

I declare that, if advised by Raja Burman or PT Nava Bali Indonesia prior to or following any therapy sessions, to seek medical approval, I will consult with my GP, hospital consultant and/or other healthcare professional and gain the appropriate written approval for Raja Burman and PT Nava Bali Indonesia prior to the next therapy session.

I have been advised that I am free to terminate any or all sessions at any time.

I understand that my level of motivation is vital in the therapy process and I agree to participate to the best of my ability at all times, including making reasonable use of therapeutic suggestions during and between sessions, as well as listening to MP3 recordings and/or carrying out other therapeutic tasks as appropriate.

I have accurately and truthfully answered any questions and provided background information during the initial consultation and /or first therapy session and will continue to do so during any subsequent therapy sessions.

SIGNATURE

Please ensure you have printed the form, signed and returned to Raja Burman of PT Nava Bali Indonesia prior to your session. Alternatively, you may send us the form electronically with your e-signature inserted. Please note that we will be unable to commence any session prior to receiving your signed consent forms.

CONFIDENTIALITY

By signing this form, I consent that Raja Burman and PT Nav Bali Indonesia may release information to a specific individual or agency if it has been determined that a vulnerable person (child or elder) is at risk; if I, as a client, am in imminent danger to myself or others; or if a subpoena of records has been requested.

I also understand that, at any time, Raja Burman or PT Nava Bali Indonesia may discuss aspects of my case with other colleagues keeping my full name and identity completely confidential always, unless I have given permission otherwise.

Full Name:

Signature:

Date: