



Bethan Beaney

Berkshire Speech and Language Therapy

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Terms and Conditions

Accreditation

Berkshire Speech and Language Therapy is owned and run by Bethan Beaney, an independent Speech and Language Therapist and is a service for working with children. Bethan is a registered member of RCSLT (Membership number RC0016636), HCPC (membership number SL08923) and ASLTIP. You can contact each of these organisations to confirm her registration.

Payment

Speech and Language Therapy Services provided by Bethan Beaney must be paid for prior to the session/s, unless an alternative arrangement has been agreed and a contract signed. If a payment is missed, no further input will be provided, until monies owed have been paid. Bank transfer is the preferred method of payment, but cash is also acceptable. Legal action will be taken to recover monies that remain unpaid. If you wish to pay through a private healthcare scheme you must inform Berkshire Speech and Language Therapy before therapy commences so that appropriate arrangements can be made.

Payment can be made to the following account:

Name: Mrs BH Beaney

Sort Code: 07-04-36

Account number: 28962583

Rates

Assessment and therapy is charged at the rates detailed below. Charges include time for preparing the session, writing up notes and travel within a 5-mile radius. If charges are to be made for travel and parking outside this radius, this will be discussed prior to agreeing the appointment and confirmed in writing.

Sessions at school incur an additional charge due to travel time. Sessions can take place in a child's education setting or at Elizabeth House Community Centre in Cookham. Occasionally home visits can be arranged. Parents are required to attend all sessions, unless myself and parents have agreed an alternative e.g. a session in school with teaching staff present.

All sessions include time to talk with parents/carers/educators in order to receive feedback on your child's progress and to give recommendations regarding work to carry out with your child. Therapy sessions will include the provision of homework activities to work through with your child to ensure carryover of benefits from sessions.

Description	Clinic Cost	School/Nursery Cost
Assessment Session & Report	£200	£200
Therapy Sessions/ Follow-up Assessment Sessions (up to 45 mins)	£80	£80
Therapy Sessions/ Follow-up Assessment Sessions (up to 1 hour)	£100	£100
Therapy Sessions (up to 30 mins)	£55	n/a
Programme	£35	£35

Resource Making	£35 per hour	£35 per hour
See below for detailed descriptions and additional charges		

Assessment Session & Report (up to 1 hour)

The purpose of this initial assessment session is to find out your child's strengths and needs, and to discuss possible causes/diagnoses. However, specific diagnosis will not be given, as this should take place with a multi-disciplinary team. Assessment will include a detailed discussion with parents/carers (some of which may take place prior to the session), observation of your child playing with you, and the therapist interacting with your child. It will include formal assessment tests as considered appropriate by the Speech and Language Therapist. Assessment can be facilitated with information provided by any additional childcare/education settings your child attends. Following the assessment session, follow-up assessment sessions may be recommended in order to gather further information about your child. Verbal feedback will be provided during the session and a report will be provided following the assessment. This is provided within 1-6 weeks.

Therapy Session

Includes time spent working with you and your child on the goals agreed with the Speech and Language Therapist; time spent discussing your child's progress with you; and providing you with recommendations to support your child's next steps. As well as working with both of you, the therapist aims to observe parents carrying out recommended activities with their child so that advice can be given to parents about how they can best support their child's progress. Sessions vary in length, depending on your child's needs. Recommendations are provided in the session or sent via email, following the session.

Meeting with Parents (charged at the same rate as a therapy session)

The therapist recognises the importance of involving *both* parents/carers in a child's therapy, in order to maximise communication outcomes for your child. She may therefore recommend a meeting with parents/carers, but without your child present. This will be to discuss the goals being worked on, answer questions that both parents may have, show or reflect on videos of your child and one/both parents.

Meeting with other Professionals/ School (charged at the same rate as a therapy session)

If there are other professionals involved in supporting your child, it will be important to ensure there is time for the Speech and Language Therapist to meet with them to share ideas about how best to support your child. Meetings with other professionals will be agreed with parents in advance, including agreement of the timing and cost. This will be confirmed in writing, via email.

Programme

Reports/programmes will include information about your child's strengths and needs, their response to therapy techniques and information on the strategies which are considered to be most helpful for your child. The therapist may recommend a programme is written following a block of input so that activities can be carried out by nursery/school.

Resource Making

Creating resources for you to use in your home with your child includes time to create picture-based resources which will facilitate your child's communication, e.g. visual timetables, communication books, shape coding and colourful semantics packs. Fee to be discussed and agreed with parent/carer.

Telephone Liaison with Parents or others involved in child's care

The first 15 minutes are free. Thereafter, a fee of £5 per 10 minutes will be charged for the phone call.

Training

Bespoke training can be arranged to be delivered to any education setting your child attends. Training will be for a maximum of 10 people. Specific details about what this will include will be provided once agreed with the person/s requesting training.

£80 per hour

Treatment Decisions

At the end of an initial assessment session the Speech and Language Therapist will discuss with you her recommendations for your child. There are a number of options to consider including:

1. Further assessment
2. Therapy Sessions
3. Creating a programme
4. No further input

This decision will be made through discussion with parents/carers. There is no obligation to receive additional services following an initial assessment session.

RBWM and Tribunal Cases

Due to Bethan's work within the Royal Brough of Windsor and Maidenhead for Achieving for Children, Bethan is not able to contribute to EHCPs or provide reports in tribunal cases for RBWM residents, as this is considered a conflict of interest within her other role. Please consider this before commencing assessment and therapy with Berkshire Speech and Language Therapy.

Cancellation

If the therapist has to cancel your appointment, she will endeavour to give you as much notice as possible. Where possible an alternative appointment will be offered. In the case of adverse weather (snow, flooding), sessions cancelled by the therapist or client will not be charged for. If you need to cancel or alter an arranged appointment, please give as much notice as possible and contact the therapist **by text or phone**. If the therapy session is to take place at a third-party location e.g. school or nursery, it is your responsibility to inform the therapist if the session needs to be cancelled.

Appointments cancelled less than 48 hours before the appointment and failed appointments will be charged at half rate.

If you wish to cease therapy during a block of sessions, a week's notice is required.

Data Protection and Confidentiality

There is a separate Privacy Policy explaining the processing of your data. Any information obtained will always be with your consent and may include verbal and written information. This information may be obtained from yourself or other professionals working with your child. Any information shared with other professionals will be with your consent and you will always be informed of any information sharing that may occur. If given, your email address and telephone number will be used to contact you and share relevant documents.

Information about your child/you is used for the administration of our service to your child and for the purpose of keeping our accounts and records. All information will be held and processed in line with Data Protection Principles given in the Data Protection Act 1998, the General Data Protection Regulations 2018 and guidelines from the RCSLT.

Personal data held by the Speech and Language Therapist will include case notes, email communication and reports/programmes. This information is stored in a lockable filing cabinet, or a computer, complying with data protection regulations. Bethan Beaney is registered with the Office of the Data Protection Registrar.

Child Protection

Client confidentiality will always be maintained except where there is a concern regarding safeguarding. If a Speech and Language Therapist has reason to suspect a child is at risk of abuse, they are duty bound to share this information with other relevant professionals. This may be with the designated safeguarding lead of the education setting your child attends, or with Social Care.

Berkshire Speech and Language Therapy has a separate **Touch Policy** which explains how touch is used to support your child. If you have any concerns about the use of touch in supporting your child, please see the section below on feedback and complaints.

Feedback and Complaints

Parents/Carers may give feedback at any time through an online form:

<https://www.surveymonkey.co.uk/r/D3SXZ2D>

This is to help Berkshire Speech and Language Therapy continually review and improve the service being offered. There is no obligation to provide feedback. Berkshire Speech and Language Therapy reserves the right to include any positive comments in a testimonial, for future clients or for publishing on the website; these will be anonymised.

If you have a complaint regarding the service provided by Berkshire Speech and Language Therapy, it is advised that you raise this directly with Bethan in the first instance, to see if it can be resolved. If you wish to instigate a formal complaint about any Speech and Language Therapist you can contact ASLTIP (www.helpwithtalking.com) or the HCPC (www.hcpc-uk.org) to discuss your concerns.

E-Consent

You will receive an electronic consent form. Please click the button on the form to confirm the following:

I have read and understood the separate Privacy Policy and I consent to Berkshire Speech Therapy processing mine and my child's information in this manner and for the purposes stated in the policy. I also agree to all the terms and conditions set out in this document.

September 2023