



# Mind Bearer Ltd.

# Professional Boundaries

# Policy

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**Scope:** Mind Bearer Ltd.

**Issued by:** Practice Manager

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## 1. Document Control

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<b>Name</b>	<b>Date</b>	<b>Version</b>	<b>Approved By</b>	<b>Comments</b>
Boundaries	29 April 2026	V1.0	Richard Nettleship	Initial Version



## 2. Glossary

Term	Description



## 3. Introduction

This policy sets out the professional boundaries required to ensure safe, ethical, and effective counselling relationships at Mind Bearer Ltd ("the Company"). Clear boundaries protect both clients and practitioners, maintain trust, and uphold professional standards.

## 4. Scope

This policy applies to:

- All counsellors, therapists, and clinical staff
- Trainees and supervised practitioners
- Administrative staff interacting with clients

## 5. Principles of Professional Boundaries

All staff must adhere to the following core principles:

- The therapeutic relationship exists solely for the benefit of the client
- Power imbalance must be recognised and managed appropriately
- Boundaries must be clear, consistent, and communicated
- Dual relationships should be avoided wherever possible

## 6. Therapeutic Relationship Boundaries

### 6.1 Professional Conduct

Counsellors must maintain a professional role at all times

Personal needs of the counsellor must not be met through the client relationship

### 6.2 Dual Relationships

Entering into personal, social, or financial relationships with clients is prohibited

Relationships with former clients must be approached with extreme caution and in line with ethical guidance (e.g., BACP recommendations)

### 6.3 Gifts and Favors

Small, symbolic gifts may be accepted only if they do not influence the therapeutic relationship

Significant gifts or financial exchanges are not permitted



## 7. Communication Boundaries

### 7.1 Contact Outside Sessions

Contact should be limited to agreed methods (e.g., phone, email)

Communication should be for administrative purposes unless otherwise agreed

### 7.2 Social Media and Online Presence

Counsellors must not engage with clients on personal social media accounts

Clients should not be followed or contacted via personal platforms

### 7.3 Remote Counselling

Online sessions must be conducted in a private, secure environment

Boundaries regarding session times and communication remain consistent with in-person work

## 8. Time and Session Boundaries

Sessions must start and end at agreed times

Extensions should be avoided except in exceptional circumstances

Availability outside scheduled sessions must be clearly defined

## 9. Physical Boundaries

Physical contact should be avoided unless clinically appropriate and ethically justified

Any contact must be discussed and consented to by the client

## 10. Confidentiality Boundaries

Confidentiality must be maintained in line with Company policy

Limits of confidentiality must be clearly explained at the outset

## 11. Financial Boundaries

Fees must be transparent and agreed in advance

Bartering or exchanging services is not permitted



Missed session policies must be clearly communicated

## 12. Self-Disclosure

Counsellor self-disclosure must be minimal, intentional, and in the client's best interest

Personal information should not shift focus away from the client

## 13. Ending the Therapeutic Relationship

Endings must be handled professionally and with care

Sudden or unplanned termination should be avoided where possible

Appropriate referrals should be offered when needed

## 14. Supervision and Support

Counsellors must engage in regular supervision

Boundary concerns must be discussed openly in supervision

## 15. Breaches of Boundaries

Any breach of this policy may result in:

- Internal review and disciplinary action
- Reporting to relevant professional bodies where required
- All concerns must be reported promptly to management.

## 16. Training and Awareness

Staff will receive training on maintaining professional boundaries

Ongoing professional development is required

## 17. Policy Review

This policy will be reviewed annually or in response to changes in professional standards.