



CPD WORKSHOP: SETTING UP IN PRIVATE PRACTICE

Saturday, 15 November 2025: 10am to 4pm. The workshop will be delivered via Zoom.

Workshop fee: £65.00 HCC members, £75.00 non-HCC members

Overview:

Making the transition from either training or agency work into private practice can seem daunting to begin with. This one-day workshop aims to de-mystify the process, and to provide participants with some practical tools in making this transition. Topics covered will include:

- finding a suitable location and premises for your practice
- establishing an appropriate fee structure
- building your practice, including Employee Assistance Programme (EAP) work
- assessment/contracting with clients
- suitable registration and professional membership options
- professional indemnity insurance and professional supervision
- record keeping, GDPR regulations and registering with the Information Commissioner's Office (ICO)
- self-employment, taxation, allowances and financial matters incl. sole trader vs limited company
- on-line marketing and maximising your on-line presence.

The workshop is highly interactive and will provide participants with ample opportunities to find out about the above and to explore other issues that are related to the establishment of a successful private practice.

Facilitators:

Kevin Hamilton is an accredited member of the BACP, supervisor and trainer. He has been in private practice since 2009 and has worked with a number of organisations providing one-to-one counselling and one-to-one/group supervision. Kevin previously worked in education and training in the private and public sectors, which is reflected in a range of training roles he has held.

Bonny Allyson is an accredited member of the BACP, supervisor and trainer. She has taught a range of Certificate, Diploma and Supervision training courses and continues as the core tutor on our online Certificate training. She has also facilitated specialist workshops on the Diploma in Psychodynamic Counselling at HCC. She has been in private practice since 2004 and has worked with a number of organisations providing one-to-one counselling and one-to-one/group supervision.

AJ Dosani runs Ace Accountants, who focus primarily on SMEs from start-up to £2m turnover with the aim of helping them succeed where so many fail. His other involvements include being a board member of a charity that builds schools for girls in Pakistan and an external enterprise accountant for universities such as QMW, SOAS and Loughborough.

Darren Harvey is a registered BACP member, psychodynamic counsellor in private practice, and Staff Counsellor at HCC. He has worked since 1999 as a qualitative market researcher and branding / communications consultant. He completed the HCC Diploma in 2022 and has enjoyed harnessing his marketing, insight, communications, IT and branding experience to set up and develop his private counselling practice in Milton Keynes.

Please email training@highgatecounselling.org.uk with your name to reserve a space. Training will then contact you with details of how to make a payment for this workshop.