

*Peculiar Place-Capacity Building Services  
Kingston, Jamaica, W.I  
Telephone: (876)-548-8485 / (876)-375-6300  
Email: peculiarplacecbs@gmail.com*

**Welcome to Peculiar Place- Capacity Building Services!**  
**We are delighted to have you here for our Counselling services Kindly check the following document to see our policies.**

### **Modality**

All counselling services are currently held online unless otherwise indicated occasionally. We offer both individual and group counselling sessions.

### **Booking**

Payments are to be made upon request for a time slot unless other methods of payment are indicated such as payment plans, etc. The cost per individual adult counselling is \$4000 per session and the cost for children (below 18yrs) is \$3000 per session.

Group counselling is \$6000 per month (includes three sessions). All sessions last for 45 minutes (unless otherwise arranged).

**N.B** Clients who book sessions are to follow through with agreed upon dates if client misses a date, client may move session to closest time and date possible- only once (except for an emergency) otherwise money will not be refunded and client will have to book another session.

### **Banking Information**

Bank of Nova Scotia, March Pen Road, Spanish Town branch, St. Catherine Branch. Account number 851500 (saving account) Peta-Gaye Graham.

### **Our Counselling package entails but are not limited to:**

- Screening and assessment of developmental/ circumstantial or emotional need
- Use of psychotherapeutic methods
- Guidance to counselling goals
- Access to Books and worksheet materials from resource room
- Progress feedback

### **What to take:**

- Writing book, pencil/pen
- Electronic device connected to internet

*Where Passion Meets Purpose*

## *Peculiar Place-Capacity Building Services*

Clients will be asked to evaluate the program when terms ends in an effort to provide feedback for growth and program improvement.

### **Tardiness/Withdrawal**

Clients are required to give a two hour notice if he/she is going to be late and a day notice if he/she will be absent for a session. Should a client wish to withdraw from services/program a month's notice must be given through writing indicating the reason for withdrawal.

### **Registration**

Registration kindly use the applicable link to access our registration link to register for our counselling program.

**Minor** (Children under the year of 18 years)-[https://docs.google.com/forms/d/e/1FAIpQLScyN7XqCzzhNz9LmljK-ZMIOQhZZSuOPSxKeZxj6MzdIFyy\\_A/viewform?usp=share\\_link](https://docs.google.com/forms/d/e/1FAIpQLScyN7XqCzzhNz9LmljK-ZMIOQhZZSuOPSxKeZxj6MzdIFyy_A/viewform?usp=share_link)

### **Adults**

[https://docs.google.com/forms/d/e/1FAIpQLSc2Ov1R3L\\_HE3WHNZHqKNs\\_YBENTeQTAcundV\\_EJ2cPmbYcbw/viewform?usp=share\\_link](https://docs.google.com/forms/d/e/1FAIpQLSc2Ov1R3L_HE3WHNZHqKNs_YBENTeQTAcundV_EJ2cPmbYcbw/viewform?usp=share_link)

### **Group Counselling**

[https://docs.google.com/forms/d/e/1FAIpQLSciEKTqL6DGMobN\\_w4f9kpFhe2SxclaFu-ap3Krb9SeRI3ARQ/viewform?usp=share\\_link](https://docs.google.com/forms/d/e/1FAIpQLSciEKTqL6DGMobN_w4f9kpFhe2SxclaFu-ap3Krb9SeRI3ARQ/viewform?usp=share_link)

**N.B All payment charges and polices stipulated here is subject to change**

Thank you so much for your service

Peta-Gaye Graham M.Ed., B.Sc.  
Guidance Counsellor | Educational  
Psychologist  
Founder/Director, Peculiar Place-  
Capacity Building Services