



Birth Trauma Resolution Certified Practitioner Training Programme

Booking Terms and Conditions 2019

Booking a course

Acceptance on a course is only after an interview with Jenny Mullan the course principal and facilitator.

We need to see copies of your certificates of qualification and entry on any professional accreditation register prior to confirmation of place. We may also ask for references to be sent.

To secure a place on the programme complete the application form and pay the £400 +VAT non-refundable deposit. The deposit can be paid via PayPal or via bank transfer to:

Bank: Santander Account No: 44254466 Sort Code: 09-01-28

Account name: Mind Body Health Ltd, Ms Jenny Mullan.

When the deposit is received your place is secured on the course. We will send you a confirmation email within 5 days of receipt of the deposit. This will give you all the information you need prior to your training and will also confirm the date your balance is due for payment.

Upon attendance of day 1 of the training we will ask to see photo ID to verify your identity in line with your stated qualifications and application.

Payment of remaining Balance

It is your responsibility to ensure the balance is paid on time.

The programme requires full payment at least 2 weeks prior to training.

Payment can be made in two instalments after the deposit has been paid. Please contact us for details.

If we do not receive full payment on time, we reserve the right to re-advertise your place to another student and your deposit will be non-refundable.

Trust Funding

We do accept funding from trusts but this needs to be made clear at point of application. We will require confirmation in writing that the trust will be covering the costs of the training and that the balance will be paid prior to the start of the training. We reserve the right to ask for a deposit to be paid by an individual to secure a place and then refund once the trust funding has been received. We also reserve the right to limit the number of trust funded places on each training.

Change to Funding

We do accept that changes of circumstances mean that you can sometimes obtain Funding after application and payment of the course. As an individual you can seek the reimbursement of any funds from your Trust yourself, however should you wish for us to process a refund in full and invoice the Trust directly then a £50 Administration Fee will be applied.

Privacy Policy

We will store your personal information (Name, address, phone number, email address etc.) in-line with the Data Protection Act and we will never share your information with other parties unless you have agreed to this. For your security we do not store any financial details following payment.



Cancellation policy

Deposits are non-refundable so if you want to cancel your place on the course please confirm this in writing to info@birthtraumaresolution.com. If there are mitigating circumstances, we may allow transfer onto another course at a later date but this will be discussed and agreed on a case by case basis.

Late Cancellation Terms

If you cancel 4 weeks prior to the start of the training programme you will be offered a full refund, minus the non-refundable deposit of £500+ VAT.

If you cancel 3 weeks prior to the start of the training programme you will be offered 50% of the refund minus the non-refundable deposit of £500+ VAT.

If you cancel 2 weeks prior to the start of the training programme you will lose the full course fees.

If you have not paid any of the course fees when you cancel and there is less than 4 weeks to go until the beginning of the course, you will be billed for the remaining amount in accordance with the cancellation policy, as outlined above.

Transfer Policy

We accept that circumstances may arise that mean you need to transfer to another scheduled course after your non-refundable deposit has been paid. We need to know at least 1 month before the course start date so we can offer your place to another student. You will only be allowed to transfer once without forfeiting your £500 deposit.

Withdrawing from a course once started

If you need to withdraw from a course for any reason once it has started you will NOT receive any refund. You may be able to attend the next scheduled programme but this may be subject to additional transfer costs and will be discussed on a case by case basis.

Cancellations or Amendments by Birth Trauma Resolution

We will always endeavour to offer the programme as scheduled but as our courses are planned months in advance, sometimes changes are necessary. In the unlikely event that we need to defer the training due to circumstances such as tutor illness, insufficient numbers, venue problems or hazardous weather, we will offer you a secured place on the next scheduled training date/s or one that is suitable for you, fees are non-refundable.

Birth Trauma Resolution reserve the right to amend details of training, within reason, including training times, dates and venues.

What is included in the course fee?

Fees cover all the necessary materials to ensure a thorough training experience for each student. Stated fees cover: Course introductory emails, our teaching materials, tuition fees, assessment, one to one support, marking, certificates, food and beverage during training days and 6 months group supervision via Skype.

Please be aware that if you fail assessments, additional costs for re-assessments will be charged at £100 each.



Please note courses are non-residential. Fees do NOT cover travel and accommodation expenses. There are 3 books as recommended reading for the course, but not provided.

Certificates

Certifications are awarded at the end of each programme on successful completion of a case study and demonstration of the required level of competence in the techniques and approach taught.

Replacement Certificates

Replacement certificates can be requested via email, however an administration fee of £10 will apply to cover the costs.

Insurance

It is the responsibility of each student to make sure they are covered with the relevant insurance whilst working with case studies and after qualification. Details of suitable insurance companies can be given if required.

Course Times

Most courses run from 9.30am – 4.30pm. Lunch and refreshment breaks are included. N.B Classes may be scheduled to run within school holidays so please check dates and plan before enrolling and committing to a course. If you miss any of the scheduled training days additional costs will be incurred to help you to complete your learning and to attain your certificate.

Course Material

Unless stated otherwise, all material shared on the course has been created by Jenny Mullan specifically for the Birth Trauma Resolution Certified Practitioner Training Programme. This material remains the copyright of Jenny Mullan and should not be used or reproduced in any way without the express permission in writing of Jenny Mullan.

Jenny is a registered Human Givens Psychotherapist and the Birth Trauma Resolution Certified Practitioner Training is accredited by the RCM and Human Givens Institute of Psychotherapy.

Safety to Practice

All students on the course have a responsibility for their own mental health and emotional wellbeing. If during the course there are any concerns that could impact the safety to practice you will be advised to seek further help and support from a Human Givens Therapist. You may be asked to postpone your studying until a time in the future when it is agreed with the course principal that it is appropriate for you to recommence your study.

Any questions please contact:

Jenny Mullan

0845 6522271

info@birthtraumaresolution.com