Fees Policy					
Owner	Sam Best – Chief Operating Officer				
Date:	08/01/2020	Version	1	CEO/Trustee Approved	29/01/2020
	27/04/2022		2		04/05/2022
	09/09/2024		3		10/10/2024

At SWEDA, it is our policy to keep our fees as affordable as possible. We receive external funding which covers some but not all of our services, therefore we need to charge fees for those services that are not covered.

All our services are costed so we know what it costs us to deliver a particular service. We also recognise a fee can sometimes empower people and bring a sense of commitment to their treatment, however we are aware that some people would be not be able to meet the full cost of a service and at SWEDA we pride ourselves on not turning anyone away because they cannot afford to pay. However, our challenge is to make sure that we're able to balance the books and keep running the service

We currently charge for our counselling service. It costs SWEDA £70 to run a counselling session and we ask clients to pay towards the cost based on what they can afford.

Fees are discussed up front between the potential client and the Clinical Assessor to determine how much a client can afford to pay, we do not ask for evidence of this and some clients opt to pay more as they can afford to do so. Occasionally our clients have had such a good experience, they have made additional donations.

## Third Party payments

If a third party such as an insurance company, council, school, other sponsor, is paying on behalf of a client we will ask for the full fee of £70 per session. The low-cost option is designed to help those on a low income to access support. It is only available if clients are self-financing and inform us that they need this option.

## Fee waiving

When clients are not able to pay anything then we rely on some of our funders to meet the cost so that we can waive their fee entirely.

Application for a waiver will be discussed with the Clinical Assessor during the counselling assessment. Applications will then be discussed and agreed by the senior management team on a case by case basis and will be authorised for a fixed period, which will be reviewed at least annually.