COSCA (Counselling & Psychotherapy in Scotland)
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The COSCA Register of Counsellors and Psychotherapists and
The Directory of COSCA Accredited Trainers

Opting Out of Mandatory Registration/Listing Policy

The COSCA website holds information on Registrants on the COSCA Register of Counsellors and Psychotherapists, trainers on the Directory of COSCA Accredited Trainers and supervisors on the Directory of Counselling Supervisors who are accredited members of COSCA.

It is the intention of COSCA (Counselling & Psychotherapy in Scotland) that the above information is accessible and allows the public to identify and verify the credentials of those listed on the Register and Directories without compromising their confidentiality.

For this reason, the Register and Directories holds enough information to enable the public to identify those listed and to provide reassurance about a registrant's fitness to practise status and the credentials of those listed on the Directories, whilst respecting issues relating to fairness, privacy, data protection, and equality and diversity.

The mandatory information required for eligible members to have their names listed is as follows:

- **The COSCA Register of Counsellors and Psychotherapists (accredited by the Professional Standards Authority):**
  - name of registrant
  - registration (membership) category
  - registration (membership) number
  - member of statutory regulators and/or other professional body
- **Directory of COSCA Accredited Trainers:**
  - name of COSCA accredited trainer
  - level of accreditation
  - membership number
- **Directory of Counselling Supervisors (who are accredited members of COSCA):**
  - It is not mandatory to be listed in this Directory.

COSCA believes that it is highly unlikely that the above information would be used to steal the identity of those listed, to commit fraud or any other crime against them, or to harm them or others around them. This is because they are not required to provide sensitive information e.g. where they work, their personal contact details, their bank or credit card details, their date of birth, national insurance number, birthplace, or previous addresses.

COSCA, however, appreciates that eligible members may have genuine personal safety concerns about their names being entered onto the Register and Directories, and may wish to opt out of being registered while continuing to be members of COSCA in their current category.

Acceptable genuine personal safety concerns for the purpose of opting out of being listed include, but are not limited to, the following:

- having been or currently being stalked
- fear of physical and/or psychological harm being done to self or others as a result of registration.

Eligible members who wish to opt out of being listed can apply in writing, with any available supporting evidence, to COSCA's Chief Executive. Applications will then be considered by COSCA's Corporate Affairs Group in line with this policy. If applications are accepted by COSCA then eligible members will be entitled to hold their current status without their names being entered on the COSCA Register of Counsellors and Psychotherapists or the Directory of COSCA Accredited Trainers.

Brian Magee

COSCA Chief Executive