

## **Terms & Conditions for EMDR trainings by Dr Tal Moore, Clinical Psychologist**

EMDR- Institute Basic Trainings include lectures, demonstrations, videos and 50% practicums, which require extra team members and rooms for more than 12 participants. The trainings are therefore complex to organise, so if possible we require payment at the time of registration. Please let us know if this is not possible, e.g. when your employer makes the payment.

### **Covid19 information - If you are attending in person:**

1. Please do NOT attend if you have any cold or flu symptoms, incl.
  - fever or chills,
  - cough,
  - shortness of breath or difficulty breathing,
  - body aches
  - headache
  - new loss of taste or smell
  - sore throat
3. If you been in close contact with a person known to have the Covid 19 Virus recently, please make sure to test yourself prior to attending the training.
4. Please do NOT attend if you, or someone you have been in close contact with, been tested and are still awaiting results for COVID-19
5. Please do NOT attend if you or a close contact been asked to self-quarantine currently

**If you are unable to attend for any of the above reasons, please let us know ASAP and we are happy to transfer your registration to the next available training.**

The training also needs minimum numbers and if we do not have the required number of participants a training will be cancelled. A full refund will be given if the training does not go ahead due to it being cancelled by the trainer.

Participants may wish to consider purchasing cancellation insurance when making travel and accommodation arrangements, as we can only refund the training fee, but not your travel and accommodation costs.

The training program has, as an integral component, practicums in which participants practice the techniques of EMDR Therapy in pairs or threes. This involves close proximity to other trainees. Should you be suffering from any infection which is easily transmitted, thought should be given as to whether to cancel out of consideration for others.

If a person cannot attend a training session and the place cannot be filled from our waitlist, it is fully acceptable to find a suitable participant to take the place. If the replacement participant meets the eligibility criteria a full refund will be given.

All cancellations must be in writing by email at the earliest opportunity. If cancelling up to one month before the training, there is a \$99 administration fee.

For cancellations within 7 days of a booked training, refunds will be offered if accompanied by a medical certificate. The fee can also be transferred to another training by Dr Tal Moore by mutual agreement in case of sudden illness or injury.

**Again, you may wish to consider purchasing cancellation insurance when making travel and accommodation arrangements.**

If a participant does not attend the training there will be no refunds.

We have attempted to manage the challenges due to Covid19 as flexible as possible and will continue to try our best to re-arrange any bookings as needed.

We reserve the right to make any changes to the T&Cs, as required due changes in New Zealand's Covid 19 status or Government responses.

Dr Tal Moore, May 2022.