Therapist Contract -
Curated Room Hire Agreement –

(For chiropractors, chiropodists, trichologists, nutritionists, CBT practitioners, etc.)

Includes the onboarding fee, exclusivity, booking system, GDPR notes system, and session-based pricing.

This Agreement is Between: Carefield (Beckenham) Limited T/A Beckenham Pharmacy, 405 Croydon Road, BR3 3PR ("The Pharmacy") and **The Therapist** ("Contractor")

1. Purpose of Agreement

This agreement governs the hire and use of **The Therapist Room**, a purpose-built, optimised **2m × 2m one-to-one clinical space**, containing:

"a small sink, a covered couch, a folding chair and a therapist stool."

The room is designed exclusively for **single-occupancy clinical treatments** (one therapist + one client).

2. Curated Therapist Programme

The Therapist is joining the Pharmacy's curated programme, which includes:

- Profession exclusivity within their field
- A curated booking scheduler
- A Shared* GDPR-compliant notes and history system
- Promotion on the Pharmacy's website and in-store
- Access to patient booking fees (VAT-free)
- Client Feedback, Therapist Meetings and Community Outreach.

"We aim to build a community of therapists and practitioners and encourage referral between them."

Clarification of Shared Notes Access

You must only access records of patients personally treated by you, and make appropriate records with the understanding that the patients have a right to view their ow records. You must not view, export, download, or otherwise access records belonging to other therapists or other patients. The Pharmacy retains full administrative access to all records.

Your Existing Patients are not Affected

This does not affect your own patients, who have not been introduced to you by the Pharmacy or Community of Therapists that we have brought together here. For those patients you should continue to use your own recording systems, and not ours.

2A. Data Controller & Patient Ownership

The Pharmacy is the **Data Controller** for all patient records created or stored within the curated programme. The Therapist acts as a **Data Processor** and may only access records for patients they personally treat.

All clients booking through the Pharmacy are **clients of the Pharmacy**. The Therapist does not acquire ownership of any client lists, records, or contact details, and may not solicit or attempt to divert clients away from the Pharmacy during or after the term of this agreement.

3. Onboarding Fee

A **£50 Professional Onboarding & System Setup Fee** is payable upon signing this agreement. This covers:

- Therapist profile creation
- Booking system integration
- Notes system setup
- Contract administration
- Safety registration (CCTV/Verisure)

4. Session-Based Room Hire Charges

Curated hire is charged **per session**, not per hour. And is VAT standard rated.

Mondays

- 10:45–14:45 — £48 total
- 15:00–20:00 — £120 total

Wednesday–Friday

- 10:45–14:45 — £72 total
- 15:00–20:00 — £150 total

Sundays

- By request only, individual prices negotiated

5. Therapist Rotation & Scheduling

The Therapist agrees to:

"work to a regular weekday rotation so that our customers can easily connect with any of them, while allowing for a flexible fortnightly booking system."

This means:

- A consistent weekly presence, of not less than 65% in any 12 week period.
- A commitment to a specified day and session per week.
- A required 2 weeks minimum notice to cancel, or modify such a rotation.

6. Invoicing & Payment

Room hire invoices are issued **monthly**.

"Invoices… must be settled before we can release your patient booking fees (which are normally VAT-free)."

Payment terms: **7 days** from invoice date.

Late payment may result in
- Withholding of patient fees
- Termination of agreement

7. Therapist Obligations

The Therapist must:

- Hold and provide a valid professional indemnity & public liability insurance, and agree to not do anything that may invalidate that insurance- provide these on acceptance of terms and at each renewal
- Provide proof of qualifications
- Only use our notes system for the care of the patient, and never to undermine the confidential nature of any of the information stored there
- Ensure that the IPad which is used to access and write the confidential patient information never leaves the room, and is always securely placed within it on exiting from the room.
- Ensure that the IPad is never compromised.
- Keep the room clean and ready for the next practitioner, and notify us of any damages immediately that they occur (damages may incur a repair fee, or a cancellation of this contract).
- Use the room only for one-to-one treatments, with a maximum occupancy of two- if the client expressly asks for a chaperone, then they may be seated outside of the room in the driveway.

- Not bring additional equipment without prior approval: Treatments involving heat, chemicals, aerosols, or equipment requiring mains power must be approved in advance.
- Not to bring food into the room
- Not to promote other services providers, or suppliers, that are similar to ours or the products that we supply
- Follow all of our safety protocols

Non-Solicitation Clause

- The Therapist agrees **not to solicit, contact, or attempt to divert** any clients who book through the Pharmacy, either during the term of this agreement or after its termination. All patient relationships formed through the Pharmacy remain with the Pharmacy.

8. Our Obligations

We will:

- Seek to maximise the bookings, by if necessary calling clients to move their booked slots
- Take payments for bookings, and only issue them as refunds if and when the therapist agrees to such (the booking being in effect a deposit for their practise)
- Allow the therapist to book their own patients into our calendars, without the need for them to use our GDPR compliant notes system.
- If the Pharmacy has to be shut for whatever reason, including the non-attendance of the Pharmacist, to allow the Therapist to continue to use the room through the rear door on the condition that the premises does not become unsafe for use
- After 6pm when the Pharmacy closes, continue to allow the Therapist to use the room until 8pm when their booking should end.
- Provide client feedback, of those that book with us, in a timely manner
- Provide the collected booking fees promptly following the payment of invoice for the month.

9. Safety & CCTV

The room is monitored by **Verisure CCTV**:

"for your safety and the safety of your clientele."

Footage is used strictly for:

- Security
- Incident review
- Compliance

10. Cancellation & No-Show Policy

- Therapist cancellations within 48 hours: full session fee payable
- Therapist no-shows: full session fee + £20 admin fee
- Patient cancellations: governed by therapist's own policy

11. Termination

Either party may terminate with **30 days' notice**.
Immediate termination may occur for:

- Non-payment of invoice within 7 days of issue
- Misconduct
- Breach of safety or GDPR rules
- Misuse of the room
- Failure to abide by the terms of this contract
- Persistent negative client feedback, failure to maintain expected standards of care, or failure to participate constructively in the curated community

12. Independent Contractor Status

The Therapist is **not** an employee of the Pharmacy. They operate independently and are responsible for their own tax, insurance, and clinical compliance.

13. Agreement

Signed by both parties and dated.