

Coaching Contract

Client Name: _____ This agreement, between coach _____ and the above named client will begin on _____ and will continue for a period of _____ months ending on _____.

Fees:

The fee for the initial meeting is \$ _____ and the fee for the following meetings is \$ _____. These fees will be paid in advance. Alternatively, this is a _____ package for a period of _____ months including _____ appointments per month for _____ minutes at a time.

Additional appointments can be scheduled as needed. If you need to cancel an appointment, please provide at least 24 hour's notice or unfortunately, it will be necessary to charge you for the appointment.

Services:

The services to be provided by the coach to the client are face-to-face or telephone-coaching, as agreed jointly with the client.

Coaching may address specific individual, dating, relationship, or general conditions in the client's life or profession. Other coaching services include brainstorming, identifying plans of action, examining modes of operating in life, asking clarifying questions, and making empowering requests or suggestions for action. Throughout the working relationship, the coach will engage in direct and personal conversations. The client understands that successful coaching requires a co-active collaborative approach between client and coach. In the coaching relationship, the coach plays the role of a facilitator of change, but it is the client's responsibility to enact or bring about the change. If the client believes the coaching is not working as desired, the client will communicate and take action to return the power to the coaching relationship.

Prior History:

The client also agrees to disclose details of the past or present psychological or psychiatric treatment. Coaching and counselling are not the same and as such, there needs to be a clear distinction between the two. I do not engage in therapy with my

coaching clients. In entering into the coaching relationship, and signing the agreement, you are agreeing that if any mental health difficulties arise during the course of the coaching relationship, you will notify me immediately so that I can discuss with you an appropriate referral.

Privacy:

The client can, at any point in the coaching session, declare his/her preference not to discuss a specific issue, by simply stating that they would rather not discuss this issue. The coach agrees to respect this boundary and will not attempt to forward the conversation further along those lines.

Confidentiality:

The coaching psychologist will work within the professional ethics and guidelines. Copies of the ethical guidelines are available upon request. All information about the coach / client relationship will remain strictly confidential except in very rare circumstances where decreed by law; ie. where the court might issue a subpoena for the file or information. If you wish for me as your coach to speak to someone outside our interactions, then you need to give me written permission (original letter, fax or email) to do so. Exceptions to confidentiality of course relate to circumstances such as intent to seriously harm someone, child abuse etc. Otherwise, all your information is confidential. It is also important to note that in some situations, it is important to be aware of the use of technology in that for some clients, there is a risk in using certain media such as the internet, mobile phones and cordless phones. If you use these to communicate with me, then I will assume that it is appropriate to continue to do so in my interactions with you.

Termination:

The coach and client agree to provide each other with two week's notice in the event that it is desired to terminate coaching. Otherwise, the coaching will continue for the duration of the contracted period. I believe that each of my clients is a unique, creative and responsible person who is in charge of moving their own life forward. I very much look forward to working with you. Our signatures on this agreement indicate full understanding of and agreement with the information outlined above.

Coaching Client _____ **Date** _____

Personal Coach _____ **Date** _____

