



## *Transformation Coaching*

### **Welcome!**

I look forward to creating a relationship that assists you in reaching your goals and I want you to be familiar with my policies and procedures. If you have any questions, please call or email me.

#### Terms of Coaching:

Think of coaching as a relationship and process. Many people can recognize what and how to create change for themselves in a short time, but to refine and sustain the changes takes lots of deep breaths, several backwards steps, trust in the process, hardcore accountability and several months or more. It's not hard. It does take commitment to showing up (especially when you don't want to), to looking at your stuff (blocks, wounds, and crappy belief systems), and to genuinely be willing and able to change your life, knowing full well that there is no way to know all the things that will change. I'm a huge believer in the benefits of positive psychology and mindfulness, so being willing to look at your sense of self as an absolutely perfect, and ever expanding being is a huge underlying theme in all I do.

#### Fees:

I have multiple fee schedules and ways of working with people. Many people balk at the idea of committing to paying for 3-6 months of coaching. While this understandable, it is by far the most effective way to change your life. Also, I have found that there is huge power and motivation to show up and do the work when time and money are involved. I can't change your life for you no matter how much you pay me. I can hold you accountable, lovingly point out where you have more stretch in you, and help you clarify the direction you want to go.

For clients who are serious about changing their life in a significant way, I ask for a 3-6 month commitment. My fee is \$500 month, due on the 20<sup>th</sup> of the month prior. This fee includes a weekly scheduled call, lots of email follow-up with homework, and accountability check-ins via text.

For clients who are looking for a session now and then, I charge \$75 per one hour session. An email follow-up when appropriate is included.

Couple and family sessions often have additional costs associated and different timelines. Often multiple coaches are involved to offer both masculine and feminine perspectives. Sometimes sessions are done with both of us simultaneously, sometimes we alternate sessions, and occasionally we split up the client unit between us and will work with individuals one on one and then combine sessions as appropriate. If this becomes something that seems appropriate, or something you would like, we'll set up a time to discuss.

Payment is expected before the start of our session. Our sessions take place via phone, though other arrangements such as in person or video conferencing are possible. At the time of our session, you will call me at the number provided.

I have up to 90 minutes available for your scheduled appointments. Sometimes you will be better served by a shorter call, 45-60 minutes in the norm, and sometimes we will take the full amount of time. It is about the value of the session to you, not the length of time. If something huge is happening that requires more time to process, we will discuss other options (longer call, in person, multiple calls a week, etc.)

#### Changes:

If you need to re-schedule our time, let me know as soon as possible. Unless there is an emergency, if you have not given me reasonable notice, and do not show/call in for your appointment, I will not make up that session and you will still be charged.

#### Problems:

If I ever say or do anything that upsets you, or doesn't feel right, please tell me about it during our session or e-mail me after. This is a relationship and dialog between two people. If my words or actions upset you, it is important that we resolve any issues that come up so that we may move forward.

#### Boundaries:

By becoming a client, you will have access to information of mine that is uniquely personal. Please respect this and know that I will do the same for you. Also, I have children, other clients, and family and friends that count on me to show up. I assume you do as well. Please respect my time and boundaries regarding our work hours. If you send a text, I will respond in an appropriate amount of time. However, I far prefer emails if you have a longer issue, epiphany, problem or revelation, as it gives me the time and space to respond in a well thought out way.

I am not a crisis counselor nor am I on call. If you are truly in crisis, please call the appropriate professionals. If you think this is something you will need, please ask in advance and I will help you find someone. If you are in an urgent situation, but it's not an emergency, please feel free to reach out and if at all possible, we can schedule an appointment.

#### Classes and Groups:

If you are enrolled in any of my groups or classes, or are a member of TAT Lab, please reach out as there are discounts available.

## **TERMS OF COACHING AGREEMENT**

### **Coach:**

I agree to serve as your coach to help you achieve mutually agreed upon goals. I cannot guarantee results. I can tell you that the act of choosing to change your life and being willing to do the work to make alterations in your actions, perceptions, and how you handle your emotions will have a significant impact in your life.

During the time we spend together in our coaching, I will devote my time, thought and energy to you exclusively. While reading and responding to your emails and homework submissions, you will also have my undivided attention. In between our sessions I may not be readily available as I will be attending to others, including myself. I will do my best to return your call or e-mail within 24 hours.

I will maintain confidentiality regarding information you choose to share with me.

I am not trained to provide psychotherapy. If any issues come up for you that should be handled by a licensed therapist or physician, we can stop coaching while you attend to these. Or, if coaching and therapy can co-exist for you (you can still move forward toward your goals), we can continue to work together while you also work with other professionals.

### **Client:**

I accept full responsibility for myself. I realize that my success depends largely on how I conduct my life, how I think, how I feel, and what I do. I am aware that blaming anything or anyone, including myself, won't benefit my growth and success.

I know I will occasionally be given mutually agreed upon homework. While there is no grade given for getting it done, many of the changes I'm looking for rely on me doing the work and taking it seriously.

I know I must experiment with different ways of being, thinking, feeling, doing, having, and communicating in order to find new ways that suit me better. I know that no one way will work forever so I must experiment, while at all times maintaining my integrity, to find the best ways for me. I realize

that trying out new ways will at times feel awkward, artificial, uncomfortable and even frightening at first.

**Payment:**

I can financially afford the coaching fees that have been agreed upon and will promptly pay the amount due. If at any point in time, the financial situation changes we will have a conversation and make an agreement in the best interest of both of us.

In the case of individual sessions, payment is due prior to our appointment. With all contracts, money will be auto drawn out of your account on the 20<sup>th</sup> of the month to be applied to the following month. Depending on the time in the month a contract is started, there may be a prorated period and possibly multiple payments in one month or one larger payment to encompass the current and following month. This will always be discussed and agreed upon in advance