



CAITLIN MARTIN- DOULA
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Service Agreement for Doula Support

My role as your Doula:

My goal is to help you have a satisfying birth as you define it. My role as a birth doula is to provide physical, emotional, and informational support to women during their labor as well as encouraging communication with the staff at the birthplace to ensure that you have the information needed to make informed decisions regarding your baby's birth. All information you give to me I keep strictly confidential. It is not my place to - and I will not - judge or question your choices.

I'm independently employed and hired directly by you and (if applicable) your partner. Please note that I am working for you. I am not working for your care provider or hospital. It's important for you to understand that I cannot - and do not - guarantee a specific outcome for your birth, nor will be held liable for any complications that may arise during labor or delivery.

TERMS OF AGREEMENT

This agreement (*hereinafter referred to as "Contract"*) between Caitlin Martin, (*hereinafter be referred to as "Doula"*) and _____ *hereinafter be referred to as 'Client'*) effective on _____. In order to retain me as your doula, you must sign this contract and return it via email or in person. The Retainer Fee is due upon return of this contract signed by you. The Retainer Fee is 50% of the full fee and is required at the time of signing in order to reserve your due date on my calendar. A payment receipt for the Retainer Fee is required to be provided along with a copy of the signed contract.

Prenatal Visits:

It is important to meet a few times (this may be phone, video or in-person, depending on circumstances) before the labor to explore and discuss your priorities and to plan how we might best work together. During these meetings, we will review your preferences for labor and birth. I will ask about the expectations you have of your partner and myself during the birth, plus the roles of anyone else that will be attending the birth. The more we explore this in advance, the better I will be able to fulfill my role to support you. We will typically meet 2-3 times. In some instances we may meet more than four times, in others we may meet less.

On Call:

I am available for phone, text, video and email consultations from the date the signed contract date is returned to me and receipt of payment of the Retainer Fee is confirmed. I encourage you to contact me with questions, concerns and any updates. I will get back to you as soon as I can - this will usually be immediately, but definitely within 24 hours.

I also require you to inform me of and about your meetings with the midwife or responsible doctor to discuss any important appointments and if you have any concerns, so that I am up to date with all relevant details throughout the pregnancy. It is important that we keep in contact with one another and communicate in the best way we can by keeping the channel of communication open and constant. At 37-42 weeks I will consider myself on call for you and will be available for you by phone at all times. If for any reason, I do not answer when you call, please leave a message and I will return your call as soon as is practicable.

In Labor:

When you think labor has begun, you must contact me as soon as possible, even if you are not sure whether you are really in labor. The more notice I have, the better prepared I can be. Once you confirm that you are in labor, we will then plan to check in with one another every hour, or as often as you prefer, by phone. It is up to you to decide at what point in your labor you want me to come and be with you. Once you make that choice, barring any unforeseen circumstances (traffic, emergencies, etc.), I will be there within 1-2 hours (usually less, depending on distance).

After Birth:

I generally remain with a client for 1-2 hours after birth, until you are comfortable, and your newly born family is ready for quiet time together. Each situation and birth is different and my duties will vary depending on your needs.

Postpartum visit(s):

My services include two postpartum visits, the first within a few days after the birth and the second within a specified time period that works for you. These visits will be centered on you and your care. I am also available to help you locate resources for lactation, or post-partum recovery.

Confidentiality:

As your doula I agree to keep any personal or medical information confidential. Any medical history or current conditions that I am made aware of, will not be shared. Your contact information will not be shared, sold or used for any solicitation purposes (see DONA certification section below). Should newsletters, blogs or social media announcements be of interest, this will be obtained by you on your own accord by following or subscribing directly.

DONA Certification:

You understand that I am not currently a DONA certified doula. However, I have completed a professional doula training course. I am currently in the DONA certification process. This process requires me to obtain confirmation from clients and possibly their doctors of my attendance of their children's birth in order to meet requirements for DONA certification. It's possible that I will ask you or your delivering physician to complete a required form for this purpose, post birth and possibly use you as a reference. This is not a requirement as part of your service agreement and is entirely voluntary on your part.

As a doula I DO NOT:

- Perform clinical tasks, such as taking blood pressure, fetal heart check or vaginal exams. I am there to provide comfort and support.
- Make decisions for you.

- Speak to medical staff on your behalf. I will communicate with you/your partner, and discuss concerns with you and suggest options, as well as encourage you to voice your opinions and your partner to speak to medical staff on your behalf if you are unable to.

- Deliver the baby. If the baby is born on my watch at home, in the car or it is coming quickly, I or your partner will immediately call the 911 to further assist you. I will not act as a midwife or doctor, but I provide coping mechanisms and guide you until they arrive. I am not a trained medical professional and cannot be held liable for any unforeseen complications.

If my failure to attend your birth is due to an error on your part during the period in which I am on call (38-42 weeks), including but not limited to failing to call me or deciding against have a doula present at the birth, full payment for my services is required pursuant to this contract.

Failure to continue services by client:

If you decide against having a doula up to and including 38 weeks, you will not be required to pay the Remaining Amount. However, the Retainer Fee will not be refunded.

If for any reason you decide to have an elective cesarean section and that you do not want a doula to attend the birth, you will still be required to make full payment for my services pursuant to this contract. Please note that under these circumstances a doula can still support you through a cesarean section birth.

Failure to provide services by doula:

I will make every effort to provide the services described above.

If, during labor, you try calling me, are unable to get in touch with me within two hours from your first call, and your baby is born without me attending the birth, I will refund you the Retainer Fee and the Remaining Amount will not be payable.

If I am unable to attend your birth due to a rapid labor (baby is born less than two hours after you call me and ask me to come), I will refund half of the contract amount.

**Any other circumstances out of my control that result in my absence at your birth, will be addressed on a case-by-case basis, and may result in a refund of the Retainer Fee and/or waiver of the Remaining Amount.*

Fees:

The contract package agree upon is a Basic Doula Package (with contingency plan based on Covid-19 restrictions.) Total contract amount is: \$ _____

For services described herein, are to be paid as follows:

In order to retain me as your doula, you must sign this contract and return it via email or in person. The Retainer Fee is due upon return of this contract signed by you. The Retainer Fee is **50%** of the full fee and is required at the time of signing in order to reserve your due date on my calendar. The remaining **50%** is due at 38 weeks. If you do not make it to 38 weeks and I still provide doula services described in this agreement, you will still be liable for the remaining amount of the contract that is due.

A payment receipt for the Retainer Fee will be provided along with a copy of the signed contract.

Contract fees can be paid by Check, Cash, Money order Venmo/Paypal. Please note a \$25 return check fee will be assessed for any payments that are returned due to Non-sufficient funds (NSF.)

Checks can be made payable to:

Caitlin Martin

Venmo payments can be made to: www.venmo.com/empresdoula

PayPal payments can be made via email empresdoula@gmail.com

By signing and dating below, you agree to the terms listed above and agree that you fully understand my role as your doula. I/We have read this agreement describing the doula's services and agree to enter into a client-doula relationship for the pregnancy and birth with an expected due date of _____.

Client Name _____ **Signature** _____ **Date** _____

Doula Name: Caitlin Martin _____ Signature _____ Date _____