



FOX-N-LION

FOX-N-LION LIFE COACHING

[WWW.FOX-N-LION.COM](http://WWW.FOX-N-LION.COM)

(972)998-0800

## COACHING CONTRACT

Welcome to Fox-N-Lion Life Coaching. This document constitutes a contract between the “Coach” and the “Client”. Please read The Agreement carefully and raise any questions and concerns that you have before you sign it. Outside of the coaching sessions, including, but not limited to, between-session email exchanges or phone calls over 10 minutes, report writing, and reading or reviewing documents, will be billed on a prorated basis rounded up to the nearest tenth of an hour. Fees for coaching sessions are to be paid in advance of the scheduled session.

### FEES

Coaching fees are paid in advance of sessions. The fee for the initial evaluation is \$120, and subsequent coaching sessions will be charged at the rate of \$80 per 50-minute session. Payment for Coaching Sessions is to be made online through PayPal or check. In the event Client fails to pay any amount due by 24 hours prior to the scheduled session, it may be canceled at the Coach’s discretion.

### MY COACHING COMMITMENT

- I will honor the time that we are together and hold your confidences.
- I will not judge you and will respect your perceptions of the world.
- It is not my job to change you. It is my privilege to help you become more aware of yourself and others, to help you clarify issues that may be contaminating your assessments of your reality, and if you choose, work with you to craft a plan of action for your long-term goals.
- I am committed to be impeccable in my word and my commitments to you.
- I will listen in neutral and be present with an open heart.
- I will always hold you in positive focus. We will concentrate on what is working in your life and how to create more that will work for you.
- I believe you have all the answers within.

### CONFIDENTIALITY

As a Mental Health Professional, I am ethically and legally bound to protect the confidentiality of our communications. I will only release information to others with your written permission or in response to a court order. There are some situations in which I am legally obligated to breach confidentiality in order to protect you or others from harm. If I have information that indicates that a child or elderly or disabled person is being abused, I must report that to the appropriate state agency. If a client is an imminent risk to him/herself or makes threats of imminent violence against another, I am required to take protective actions. These situations are quite rare in coaching practices. If a situation occurs in our relationship, I will make every effort to discuss it with you before taking any action.

\_\_\_\_\_ Client Initials



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As you are no doubt aware, it is impossible to protect the confidentiality of information that is transmitted electronically. This is particularly true of e-mail and information stored on computers that are connected to the internet, which do not utilize encryption and other forms of security protection.

### COACHING & THERAPY

While there are some similarities between coaching and psychotherapy, they are very different activities. Psychotherapy is a health care service and is usually reimbursable through health insurance policies. This is not true for life-coaching. Both life-coaching and psychotherapy utilize knowledge about human behavior, motivation and behavioral change, and interactive counseling techniques. The major differences concern the amount of education and training required to obtain certifications that are recognized by the state licensing boards and insurance companies. In a general way the goals, focus, and the level of professional responsibility are similar.

Client acknowledges that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association and that coaching is not to be used as a substitute for counseling, psychotherapy, psychoanalysis, mental health care, substance abuse treatment, or other professional advice by legal, medical or other qualified professionals and that it is the Client's exclusive responsibility to seek such independent professional guidance as needed. If Client is currently under the care of a mental health professional, it is recommended that the Client promptly inform the mental health care provider of the nature and extent of the coaching relationship agreed upon by the Client and the Coach.

The relationship between the coach and client is specifically designed to avoid the power differentials that occur in the psychotherapeutic relationship. The client sets the agenda, and the success of the enterprise depends on the client's willingness to take risks and try new approaches. The coaching relationship is designed to be more direct and challenging. You can count on your coach to be honest and straightforward, asking powerful questions and using challenging techniques to move you forward. You are expected to evaluate progress and when coaching is not working as you wish, you should immediately inform me so we can both take steps to correct the problem. Because of these differences, the roles of coach and psychotherapist are often in potential conflict, and I believe that, under most circumstances, it is ethically inappropriate for one person to play both roles with a client, whether concurrently or sequentially. Positive change is difficult enough without having to worry about role confusion. This means that if either of us recognizes that you have a problem that would benefit from psychotherapeutic intervention, I will refer you to appropriate resources.

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### COACHING SESSIONS

At the scheduled appointment time, the Client agrees to arrive (or call) the Coach at an agreed upon time. The Coach and Client commit to start and finish each session on time. If the Client is more than 10 minutes late for a coaching session, the Coach will assume the session is canceled and the Client will forfeit the session fee.

### CLIENT RESPONSIBILITY

As client, I agree:

- I will be on time for our sessions.
- I will be present with the Coach and free from distraction during our sessions.
- I will be prepared for each coaching session with an agenda of what I want coaching on.
- I will make sure my Coach knows everything they need to know so they can coach me.
- I will maintain high expectations for both myself and my Coach.
- I give my Coach permission to be direct and bold with me.
- I will take my own notes and be responsible for my own learning and take-aways.
- I will provide my coach with feedback on what's working and what's not.
- Coaching is designed to facilitate the achievement of my personal and/or professional goals.
- Coaching is not therapy, nor is the coach qualified to give legal, medical, or financial advice.
- All decisions in these areas are made exclusively by the Client, and by entering into this Agreement, the Client acknowledges that their own decisions and actions resulting from Coaching sessions are their own responsibility.

### CANCELLATIONS

The Client is asked to give 24 hours' notice if they need to cancel or change the time of appointment. Fox-N-Lion will also make every effort to reschedule sessions which are canceled in a timely manner. Cancellation (less than 24 hours before) and/or no-show appointments are billed to the client for the full amount.

### TERMINATION OF SERVICES

Either Party may terminate this Agreement immediately upon notice. Notwithstanding the foregoing, Client shall not be relieved of any obligations to pay fees due to Fox-N-Lion Life Coaching solely because of the termination of this Agreement.

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### ACKNOWLEDGING SIGNATURES

I have read and understand this Agreement and Consent to Receive Coaching Services from Fox-N-Lion Life Coaching. I understand and agree to comply with them. I release Fox-N-Lion Life Coaching, and all of its associates from any and all liability and understand that I am solely responsible for the outcome of all life coaching sessions. This Contract constitutes the entire agreement between the Client and the Life Coach, and the Life Coach shall not be held responsible and shall remain blameless for any adverse or other consequences, including but not limited to financial, personal, employment or other losses, arising out of decisions or actions the Client may make as a result of the services provided by the Life Coach.

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Client(s) Name (print)

Signature

Date

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Signature of Fox-N-Lion Coach

Date

### RELEASE OF INFORMATION

*(Optional, based upon specific situation)*

The Coach engages in training and continuing education pursuing and/or maintaining ICF (International Coach Federation) Credentials. That process requires the names and contact information of all Clients for possible verification by ICF. By signing this agreement, you acknowledge and agree that only your name, contact information and start and end dates of coaching sessions will be shared with ICF staff members and/or other parties involved in this process for the sole and necessary purpose of verifying the coaching relationship. No personal notes will be shared.

According to the ethics of our profession, topics may be anonymously and/or hypothetically shared with other coaching professionals for training, supervision, mentoring, evaluation, and for coach professional development and/or consultation purposes.

Client Agrees \_\_\_\_\_ Client Refuses \_\_\_\_\_

\_\_\_\_\_ Client Initials