

Life Coaching Professional Services Agreement

This Agreement for services between, Higher Heights Counseling, Coaching and Development Center

and, _____

Please print your name above

And shall govern all professional and program-related life coaching services between the Parties.

A. Limitations and Disclaimer

I/we understand that the primary purpose and focus of Higher Heights Coaching is to incorporate principles and to step more fully into my/our calling. By doing so, there will be opportunities to unlock potential in order to maximize performance, set and attain appropriate goals to generate desired results, and improve overall functioning in life. I/we further understand that coaching sessions are not intended to provide or be a substitute for advice, consultation or treatment with a duly licensed mental health practitioner or other medical professional. Similarly, coaching sessions are not intended to provide or be a substitute for legal advice or consultation.

B. Confidentiality Policy

All life coaching and program-related communications, records, and contacts with others will be held in strict confidence. Information may be released, in accordance with the laws of the state of Michigan, and/or the policies of Higher Heights Coaching, as follows:

1. If I/we sign a written release of information indicating informed consent to such release, and then only to those I so designate; and/or
2. If I/we express serious intent of personal harm or another person, and/or
3. If there is evidence or reasonable suspicion of abuse against a minor child, an elder person 65 years or older, or a dependent adult, and/or
4. If there is evidence demonstrating a gross distortion of reality or the ability to function in normal daily routines, and/or
5. If a subpoena or other court order is received directing the disclosure of information.

It is our policy to assert either “**privileged communication status**” in the event of **5.** above or maintain the right to consult with clients, if possible, barring an emergency, before any mandated or requested disclosure in the event of **2., 3.,** or **4.** above. Any release of confidential information other than as the result of a direct subpoena by a judge or court of law will be processed in consideration of the best interests of the client.

Initial(s) _____

C. Policy and Practice Disclosure

Higher Heights Coaching recognizes that all life coaching has a values-based component. However, general services will not be refused based on race, religion, gender, ethnicity, disability, national origin, or socio-economic status, and strongly affirms the fundamental ethical principle of a client's right to self-determination. (Higher Heights Coaching) also acknowledges the positive and hopeful influence of biblical values and principles for many individuals, and as such, I/we have training and competence in the delivery of Christian, faith-based, and spiritual interventions and capabilities of integrating biblically oriented principles. (Higher Heights Coaching does reserve the right to make appropriate referrals (that are in the client's best interests) to other life coaching providers whenever a potential conflict of values and/or spiritual beliefs exist, especially when this dynamic undermines the coaching process or effective delivery of services.

D. Client Information

First and Last Name

Parent / Guardian

Street Address

City State Zip

() _____ - _____

Cell Phone with Area Code

() _____ - _____

Cell Phone with Area Code

Email Address

_____/_____/_____
Date of Birth

I/we permit to be contacted by **(Higher Heights Coaching)** at the following (check that apply):

☐ Home Address ☐ Home Phone ☐ Work Phone ☐ Cell ☐ Email

Work Agreement

1. I/we shall make a good-faith commitment and effort to:

- a. attend and fully participate in scheduled sessions, whether individual or group;
- b. take ownership of identifying and setting appropriate goals and objectives;
- c. work toward personal, professional, and/or spiritual growth and development, as informed by stated goals and objectives;
- d. be open and honest within the coaching process and in receiving feedback;
- e. follow-up on homework and other assignments
- f. be responsible and accountable for my life decisions and actions;

2. **As your life coach, I shall:**

- a. conduct myself at all times professionally and ethically;
- b. provide a safe, trustworthy, private, and confidential environment;
- c. assist you in setting, clarifying, achieving, and maintaining stated goals and objectives;
- d. assist you in determining and setting appropriate strategies, boundaries, and solutions
- e. integrate appropriate/relevant resources, tools, and assignments for goal attainment
- f. provide open and honest feedback, challenge you when needed, and help hold you accountable as appropriate;

F. Service Agreement

I/we, the undersigned, have read, discussed as needed, and fully understand the Terms and Conditions of this Agreement.

G. Signatures

_____	_____	_____	_____
Client Signature	Date	Parent/Guardian	Date
_____	_____		
Life Coach	Date		