

Dee Marcotte, MS, MA, LPC
Coaching Policies and Agreements

Name: _____ Phone: _____ Date: _____

Reason for Coaching: _____

I appreciate the opportunity to work with you as your coach and am looking forward to our journey together. I'd like you to be familiar with the following policies and procedures. If you have any questions, please ask.

FEE: The fee for coaching is \$120.00 per 50 minute hour. Couple sessions are 2 hours or 110 minutes. Payment is expected at the time of service. If we are doing phone coaching, please send your check or make payment via my website on Paypal on the day of our session. For in-person sessions, payment is expected at the time of the session.

PURPOSE: The purpose of our time together is determined by the outcome you would like. We will look at what your goals are, how to reach them via various means, and what action steps you can take to promote your desires. Often, I will ask you to remember how you learned a particular behavior or thought pattern. At this time, I am asking about your Family of Origin and the time when you were a young child. This information is not for deep therapeutic work, but to help us move forward in relationship to your goal. It is to look at the manner in which old beliefs hold you in a non-beneficial pattern, and give us a direction to change your beliefs.

Services. In order to understand and clarify the services and relationship, client and coach acknowledge and agree that:

- A. Coaching is a relationship which is designed and defined by the client and which is based on the client's expressed interests, goals, and objectives.
- B. The coach will use discussion, questions and requests to assist the client to identify personal and/or business goals, develop strategies and action plans intended to achieve such the goals of the client.
- D. Coaching is not therapy or counseling.
- E. The client is responsible for his or her own achievements and success and the coach cannot and does not promise that the Client will take any specific action or attain specific goals.

CHANGES: If you are unable to make an appointment and do not give at least 24-hour notice, you will be expected to pay for that session.

PROBLEMS: If I say or do something that upsets you or doesn't feel right, please bring it up in our session. If you are not satisfied with how coaching is going, please discuss this with me and we will collaborate to make necessary adjustments.

CONFIDENTIALITY: The coach may obtain confidential personal and/or business information from the client and agrees to keep and maintain such information confidential and not to disclose or use such information without client's prior written consent. Generally speaking, information provided by and to a client during sessions is confidential. There are exceptions that are listed in the Colorado Statutes. You should be aware that, except in the case of information given to a licensed psychologist, legal confidentiality does not apply in a criminal or delinquency proceeding. There are other expectations to confidentiality, such as intent to physically harm oneself or another human being, suspected child abuse, a court order, and some issues related to HIV/AIDS.

LIABILITY: The client understands the sessions are consultative in nature and that any actions and decisions made by the client are solely the responsibility of the client. The coach shall in no way be held liable or responsible for any actions taken or not taken by the client. The coach makes no guarantees or warranties, expressed or implied, about any results to be achieved. This agreement shall be construed under the laws of the state of Colorado.

Waiver. The client acknowledges and agrees that in the course of the services the coach may ask the client questions which may be personal, challenging or disturbing. The client waives and releases any claims arising or resulting from these kinds of questions, actions or services

If you have any questions or would like additional information, please feel free to ask.

I have read the Policy Statement and understand my rights and responsibilities as a client. I have had an opportunity to ask any questions I might have had.

Client _____ Date: _____

Coach: _____ Date: _____