



## **Integrative Health and Wellness Coaching Agreement Form**

Our work will begin once you have completed and returned the intake forms, made payment, and we have met for the first time. Return completed intake forms and make payment at least 24 hours before the session.

### **Expectations**

Please be honest with yourself and me throughout the coaching process. You can expect me to be straightforward, constructive, and confidential. You can say anything to me, positive or negative; this includes honesty in your responses to me, and letting me know if something makes you uncomfortable or if you don't want to respond to a question. The key to an effective coaching relationship is communication. Please let me know at any time if you have concerns that we haven't addressed.

As your coach, I am a resource for you to use to your best advantage. I will share concepts or insights, and ask re-orienting questions that are intended to increase your success in attaining your health goals.

I expect your best. If you aren't doing your best, I'll ask you to. I expect you to be willing to grow. From time-to-time, I'll make a direct request, like: "Will you accomplish 'X' by the end of the month?" You always have the option of accepting a request, declining, or counter-offering something that might be more workable for you.

### **Nature of the relationship**

You are aware that the coaching relationship is in no way to be construed as psychological counseling or psychotherapy. In the event that you feel the need for professional counseling or therapy, it is your responsibility to seek a licensed professional. Coaching results are not guaranteed. You enter into coaching with the understanding that you are responsible for creating your own results. You are working with me for the purpose of creating a structure to identify and achieve your health and wellbeing goals.

### **Payment Schedule**

Fees are on a per-session basis. Full payment is due 24 before services are rendered.

### **Appointment Cancellation Policy**

I require at least 24 hours notice for appointment cancellations for any scheduled service. No shows and same-day appointment cancellations with less than 24 hours notice are subject to the full service fee.

### **Late Arrival Policy**

Late arrivals will not receive an extension of scheduled service times and you will be responsible for full service fees.

### **Termination**

If the relationship does not appear to be a good fit, either one of us is free to terminate the relationship at any time with two weeks advanced notice.

### **Confidentiality**

I recognize that in the course of our work, you may give me the following: future plans, health information, financial information, job information, goals, personal information, and other proprietary information. I will not



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at any time, either directly or indirectly, use any information for my own personal benefit, disclose, or communicate in any manner any information to any third party. I will not divulge that you and I are in a coaching relationship **without your permission**. I will hold everything that we say and do confidential unless you present as a physical danger to yourself or others. In this case, I will inform legal authorities so that protective measures can be taken. In addition, you should know that unlike a physician or a lawyer our confidentiality agreement is not protected by law. Should it ever happen, I cannot claim in court to be unable to divulge the contents of our conversations.

### Client Waiver, Release and Indemnification

Simply stated, you understand that I am an Integrative Health and Wellness Coach offering motivational and educational services. You agree not to hold me liable for any advice, suggestions or guidance that I provide during our work together and to release me from any damages arising therefrom. Coaching results are not guaranteed. I make no promises, representations, or warranties of any kind or nature, express or implied, with respect to the coaching services I provide. Notwithstanding any damages that the you may incur, my maximum liability under this Agreement (and your exclusive remedy) will be limited to the amount paid under this agreement. I will not be held liable for any indirect, consequential or special damages.

You also agree to defend, indemnify, and hold me harmless from any claims waived and released above. This means that you will reimburse me for any attorney's fees, costs, or damages I incur arising from your violation of the waiver and release agreement set forth above, or from any lawsuit I may file to enforce it.

### Entire Agreement

This document reflects the entire agreement between us and supersedes all prior written and oral representations, agreements, or understandings. Any amendment shall be in writing signed by both of us.

### Dispute Resolution

If a dispute arises out of this Agreement that cannot be resolved by mutual consent, we agree to attempt to mediate in good faith for up to thirty days after notice of the dispute has been given to the person believed to be in default. We will equally share the cost of the mediation. If, for any reason, the dispute is not resolved within that time period, either party may initiate legal proceedings against the other. The exclusive venue for any mediation or legal proceeding shall be Pima County, Arizona. In the event of legal proceedings, the prevailing party shall be entitled to recover its actual, reasonable, attorney's fees and costs from the other party.

### Governing Law

This agreement shall be governed by Arizona law.

Client has read and agrees to the parameters of the coaching process and the other terms and conditions governing our relationship set forth herein.

Client signature: \_\_\_\_\_ Coach signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_