

## Coaching Agreement

Health and wellness coaches work with individuals and groups in a client-centered process to facilitate and empower the client to develop and achieve self-determined goals related to health and wellness. As Health and wellness coaches, we support our clients in achieving health goals and behavioral change based on our clients' own goals and consistent with treatment plans as prescribed by individual clients' professional health care providers. Coaches assist clients to use their insight, personal strengths and resources, goal setting, action steps and accountability toward healthy lifestyle change.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

### WELCOME TO MY COACHING PRACTICE

This document constitutes an understanding between us (the "Agreement"). You should read it carefully and raise any question and/or concerns you may have before you sign it.

### DESCRIPTION OF SERVICES

The services to be provided by Paula DeFreitas are coaching and/or tele-coaching as designed jointly with you, the Client. An initial assessment will be used to provide valuable information to guide and focus our coaching relationship. An assessment will provide new explanations for behaviors, discover new possibilities and generate a baseline of information about you, the Client.

### FEES

The fee for an initial assessment is \_\_\_\_\_ and, once a plan is agreed upon, coaching sessions will be charged at the rate of \_\_\_\_\_ per 30-minute session. Professional time spent outside of coaching sessions such as traveling to an agreed event or activity with/for the client is billed at the same rate as regular sessions. Fees for coaching sessions should be paid on the day the session occurs or prepaid based on an agreed upon grouping of sessions.

### CANCELLATIONS

24 hours' notice is required if you need to cancel or change the time of an appointment. Otherwise, you will be charged for the session in full. I agree to make every effort to reschedule sessions which are cancelled in a timely manner.

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### DIFFERENCES BETWEEN COACHING AND PSYCHOTHERAPY

Coaching is different from psychotherapy – it neither is, nor purports to be, a substitute for psychotherapy. Health coaches and psychotherapists both work with the art and science of facilitating change in their patients and clients. Psychotherapy is a healthcare service and is usually reimbursable through health insurance policies. This is not typically true for coaching. The focus of coaching is development and implementation of strategies to reach client identified goals, address behavior change, enhance decision making and better use of resources. In the Coach/Client relationship, the client sets the agenda and the coach assists in the journey. You can count on your coach to be honest and straightforward, asking powerful questions and using challenging techniques to move you forward in a positive non-judgmental way.

You are expected to evaluate progress, and, when coaching is not working as you wish, you should immediately inform me so that we can both take steps to correct the problem. It is very important to understand that coaching is a professional relationship. While it may often feel like a close relationship, it is not one that can extend beyond professional boundaries both during and after our work together.

The field of health coaching has become increasingly sophisticated as it draws from a growing body of evidence-based coaching psychology, positive psychology, adult learning theory, motivational interviewing and new findings in neuroscience.

Professional advice coaching is not to be used in lieu of licensed professional therapeutic advice. You understand that all decisions in these areas are your sole responsibility. If either of us recognizes you may have a problem that would benefit from psychotherapeutic intervention, I will refer you to appropriate resources.

### WAIVER

You acknowledge and agree that in the course of the coaching services, I may ask questions that are personal, challenging, or possibly disturbing. You are free to respond or decline. You also acknowledge and agree that you are fully responsible for your physical, mental and emotional well-being. You waive and release any claims arising or results from my questions, suggestions and advice (or lack thereof) and from actions, choices and decisions you may make. Confidentiality of our communications and records is required and upheld by all ethical and legal standards that I along with the ICF agree to uphold and protect. I will release information about our work only with your written permission.

### TERMINATION OF AGREEMENT

If either party wishes to end this coaching arrangement/agreement, he or she will notify the other party either by phone or email. (It is always helpful to both coach and client to agree to participate in a final session to discuss and assess coaching issues such as commitment and follow-through, progress toward goals and goal accomplishment, the coaching process, etc.)

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### DISPUTE RESOLUTION

This agreement shall, in all respects, be governed by the laws of the State of California. Any controversy arising out of or relating to this agreement, or the breach of this agreement, shall be settled by binding arbitration, which will occur via telephone by an arbitrator that we mutually agree upon. The costs of the arbitration shall be shared equally between the parties.

### LIMITATION OF DAMAGES

This agreement constitutes the entire understanding and agreement of the Client and Coach and no amendment, change of modification of this agreement shall be valid, unless in writing and signed by the parties hereto. By signing below, I acknowledge that I have had the opportunity to review this Agreement, that I understand all aspects of it and I agree to abide by it.

### CLIENT

Signature: \_\_\_\_\_

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

### PAULA DEFREITAS

Signature: \_\_\_\_\_

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

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