

LIFE AND CAREER COACHING AGREEMENT for practice of:

Diana Conwell, LMFT, Inc.
Career Counseling (M.S.)
Life and Career Coaching
Licensed Marriage and Family Therapist (M.S.)
License: MFC #49952

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STATEMENT OF UNDERSTANDING:

_____ I understand that life/career coaching is a comprehensive process that may involve many areas of my life; including work, finances, health, relationships, education, recreation and spirituality. I acknowledge that I decide how to handle these issues and that implementation of my choices is exclusively my responsibility.

_____ I understand that life/career coaching does not treat mental disorders as defined by the American Psychiatric Association. I understand that life/career coaching is not a substitute for therapeutic counseling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment and I will not use it in place of any form of therapy.

_____ I promise that if I am currently in therapy or otherwise under the care of a mental health professional, that I have consulted with this person regarding the availability of working with a life/career coach and that this person is aware of my decision to proceed with the life/career coaching relationship.

_____ I understand that feelings are a normal and healthy part of being human and that through the coaching relationship, awareness and curiosity will be brought to my consciousness so that I can make informed choices and move into my desired action. I understand that coaching does not deal with the psychological aspect of emotions; that is the realm of therapy.

_____ I understand that my coaching relationship is an "at will" agreement in that myself and/or my Coach can terminate services as we choose or deem necessary.

_____ I understand that my Coach will keep all aspects of our sessions confidential. An exception to confidentiality is if my Coach recognizes that I am a danger to myself or others, I authorize my Coach to contact emergency services for my protection and the protection of others.

_____ I understand that I am responsible for full payment of my session fee if I cancel my appointment without 48 hours notification.

_____ I understand that hourly fees are for coaching services only. Service fees for formation of resumes, cover letters, reference pages and administration of the Elevations Career Assessment tool are not included as part of my hourly coaching service fee. Additional fees apply and will be explained by my Coach as indicated for my individual needs.

_____ I understand that payment is made prior to, or at the beginning of my session. This allows for an uninterrupted segment of time for my coaching needs.

_____ I understand that my engaged participation in coaching and my completion of assignments directly influences the success of my coaching experience. My Coach will guide, educate, and encourage my success and productivity. My Coach will help me with accountability for my daily/weekly action plan.

_____ I have agreed to the service fee of \$145 per 50 minute coaching session. My Coach and I will decide on the frequency of sessions as deemed beneficial to my progress.

_____ I understand that if I wish to communicate with my Coach by email, it is my responsibility to make sure that my email address is secure. NOTE: Work email addresses are NOT secure and confidential.

Client: _____ Date: _____

Address: _____ City _____ Zip _____

Profession/Job Title _____

Email: _____ Phone: _____ / _____

Emergency Contact: _____ Relationship to you: _____

Emergency Contact Phone: _____ / _____

Client Signature _____ Date: _____

Coach
Signature: _____ Date: _____

Thank you for trusting me and the coaching process. Let's get started!