

24 Carrot Wellbeing Coaching Agreement

Procedure

Our work begins when you agree to the coaching program. You will be able to self-schedule our sessions on my website at <https://24carrotwellbeing.com> (<https://24carrotwellbeing.com>), or I will schedule them for you at the end of each coaching session based on your availability & mine. Please plan on weekly or bi-weekly sessions. The Initial & Goal Setting Sessions will take longer & require about 50min to 1 hour of your time as we will be exploring lots of information at first. After that, plan on 25-35 minutes each week (or bi-weekly if that works better for your schedule). If you need to reschedule any session, please let me know 24 hours in advance. I ask for a commitment of three months. After that time, we will re-evaluate your progress and our work together to make any further agreements, if continuation in the Health & Well-being Coaching Program is desired.

Preparation

After our Initial & Goal Setting Sessions, I ask that you come to the coaching sessions prepared with an idea of what you want to achieve in each session. To help you with this, please take time to fill-out the Coaching Session Prep Form. I will send this form to you, via the Healthie, HIPAA approved platform, in an electronic fill, sign, & submit compatible format after our Goal Setting Session. It would be helpful for you to complete & submit this form to me 24 hours in advance of our follow-up sessions.

Expectations

The key to an effective coaching relationship is communication. 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 letting me know if something makes you uncomfortable or if you do not want to respond to a question. Please let me know at any time if you have concerns that we have not 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 and 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 week?" You always have the option of accepting my request, declining or counter offering something that might be more comfortable.

Retainer and Payment Procedure

The three-month initial fee is due at the time you commit to the Health & Well-being Coaching Package. Please complete payment with me by credit card or on my website by signing up for the Health Coaching Package & pay at checkout. This retainer includes two 50min to 1 hour sessions (the Initial & Goal Setting Sessions) & ten 25–35 minute coaching sessions plus email support Monday–Friday. Paid in full the 12-week Health Coaching Package is \$513.00. Pay as you go price is \$570.00.

Coaching Agreement Termination

Because of the time, scope, and nature of the work, the initial contract is for three (3) months of coaching. Thereafter, the work is done on a month-to-month basis. If possible, I ask that you let me know one month in advance if you would like to terminate our work together. Payment made for the current (ending) month will be considered payment in full unless there is an unpaid balance. In the event of fees owed at the time of cancellation, full payment is due.

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 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 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.

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 coaching with the understanding that you are responsible for creating your own results.

Client Waiver

Simply stated, you understand that I am a Health & Well-Being Coach. I cannot be held liable for any resources or education that I provide during our work together.

Client has read and agrees to the parameters of the coaching practice which have been outlined on the previous pages:

I hereby agree to the document above.

Signature*

(This will require your client's signature)

Date*