

COACHING AGREEMENT
Matthew Shore, MSW, LICSW

Nature and Purpose of Coaching:

The purpose of coaching is for clients to have access to professional advice that may cover a variety of topics. These include parenting, divorce, personal and professional development, etc. The coach may offer advice based on their training and experience, with a goal of facilitating optimal decision-making by the client and enabling the client to perform well in the situations they find challenging.

Coaching is a fundamentally different process than individual or family therapy in that there is no presumption of “illness” on the part of the client or an effort made to “reduce symptoms.” Therapy is health care; coaching is not. Therefore, fees for coaching are not covered by health insurance.

Records and Confidentiality:

Each of our sessions and conversations are documented in a file that is established for each participant. Your file is available for your review, but it must remain in our offices. All information that you share with the coach is private, and will not be shared with others without your written consent or by an order from the court, unless one of the following exceptions exists:

- 1) The coach will need to take appropriate preventive action if you express an intention to harm yourself or someone else.
- 2) The coach must comply with all mandatory reporting laws concerning abuse or neglect of children, elders, and vulnerable adults.

Fees and Cancellation Policy:

The fees for Coaching are paid at a rate of **\$200.00/hour**. These charges apply to time spent in sessions or meetings, phone consultation, or drafting documents. Charges are billed in 15-minute increments. There are two options for payment. Please indicate which you prefer by initialing below.

___ All charges will be billed to your credit card (Visa, MasterCard, American Express). A statement summarizing all charges is available upon request.

___ All charges will be paid before the start of each session. Any charges accrued between sessions will be paid at the subsequent session. If the time between sessions exceeds 30 days, a bill for these charges will be mailed.

If you are unable to keep an appointment, you must notify our office 24 hours in advance. If advance notice is not received, you will be responsible for paying for the missed appointment. If the appointment that is missed is a joint session, the party who misses the session is responsible for these fees, unless the other parent uses the time for individual purposes. If both parties miss the session, the costs for the missed session will be divided evenly.

Your signature below indicates that you have read and understood this document, and that any questions have been answered to your satisfaction.

Participant's Signature Date

Participant's Signature Date

Coach's Signature Date

Did someone refer you to us? If so, please list them here: _____