

Service Agreement / Consent for Coaching

Soulstice Sanctuary

WELCOME TO SOULSTICE SANCTUARY

Soulstice Sanctuary is committed to strengthening and supporting people from all walks of life through coaching service, education, and research. Soulstice Sanctuary offers a wide range of high quality wellness care through our private practice.

Sessions are by appointment only.

Description of Coaching: Coaching is partnership (defined as an alliance, not a legal business partnership) between the Coach and the Client in a thought-provoking and creative process that inspires the client to maximize personal and professional potential. It is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.

TERMS OF AGREEMENT:

I. COACH-CLIENT RELATIONSHIP

- A. Client is solely responsible for creating and implementing their ("his/her") own physical, mental and emotional well-being, decisions, choices, actions and results arising out of or resulting from the coaching relationship and their ("his/her") coaching calls and interactions with the Coach. As such, the Client agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.
- B. Client further acknowledges that they ("he/she") may terminate or discontinue the coaching relationship at any time.
- C. Client acknowledges that coaching is a comprehensive process that may involve different areas of his or her life, including work, finances, health, relationships, education and recreation. The Client agrees that deciding how to handle these issues, incorporate coaching principles into those areas and implementing choices is exclusively the Client's responsibility.
- D. Client acknowledges that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association. It is the Client's exclusive responsibility to seek such independent professional guidance as needed. If Client is currently under the care of a mental health professional, it is recommended that the Client promptly inform the mental health care provider of the nature and extent of the coaching relationship agreed upon by the Client and the Coach.
- E. The Client understands that in order to enhance the coaching relationship, the Client agrees to communicate honestly, be open to feedback and assistance and to create the time and energy to participate fully in the program.

_____ (Client Initials)

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II. SERVICES

Services may include, but are not limited to: family, couple, individual, and group coaching. Services may also include the participation of other significant family members, when appropriate. The Client or the Coach may suggest other kinds of services (non-direct) outside the scope of normal coaching that may be billable separately such as writing or reviewing letters, reports, etc. Recommendations for services are first discussed with and approved by the Client. Information provided by those participating in couple or family coaching is shared among members participating in that type of service. Within our practice, coaching service length will be evaluated based on progress towards mutually agreed upon goals for service.

III. ELECTRONICALLY FACILITATED COACHING

The Coach will provide virtual sessions via a confidential video call platform.

IV. SCHEDULE AND FEES

No health insurance is accepted at Soulstice Sanctuary. Clients are expected to pay all fees at the time of service.

Your fee will be \$**200** per session. The sessions shall be **50 minutes**. If rates change before this agreement has been signed and dated, the prevailing rates will apply.

If clients become delinquent in payment of fees, Soulstice Sanctuary may suspend or terminate services. Unpaid bills are turned over to collection after an appropriate attempt to collect.

_____ (Client Initials)

V. LATE CANCELLATION / NO-SHOW POLICY

Charges apply for no-shows or coaching appointments canceled (or changed) with less than 48 hours' notice.

VI. CONTACTING COACH

Clients may email, text, or leave a voicemail message for the Coach for scheduling changes or general questions. Messages of a more personal nature are strongly encouraged to wait to be discussed in session. Soulstice Sanctuary does not provide after hours or emergency services. For after hour communication with your Coach, please leave an email, text, or voicemail message. In case of emergencies, please call 9-1-1 or go to the emergency room.

VII. CONFIDENTIALITY

Please be aware that the Coach-Client relationship is not considered a legally confidential relationship (like the medical and legal professions) and thus communications are not subject to the protection of any legally recognized privilege. The Coach agrees not to disclose any information pertaining to the Client without the Client's written consent. The Coach will not disclose the Client's name as a reference without the Client's consent.

Confidential Information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; and (f) is disclosed to the Coach and as a result of such disclosure to the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client or others. The Client also acknowledges their continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.

VIII. TERMINATION

Either the Client or the Coach may terminate this Agreement at any time with **1 week** written notice. Client agrees to compensate the Coach for all coaching services rendered through and including the effective date of termination of the coaching relationship.

IX. LIMITED LIABILITY

Except as expressly provided in this Agreement, the Coach makes no guarantees, representations, or warranties of any kind or nature, express or implied with respect to the coaching services negotiated, agreed upon, and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential, or special damages. Notwithstanding any damages that the Client may incur, the Coach's entire liability under this Agreement, and the Client's exclusive remedy, shall be limited to the amount actually paid by the Client to the Coach under this Agreement for all coaching services rendered through and including the termination date.

X. ENTIRE AGREEMENT

This document reflects the entire agreement between the Coach and the Client, and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered, or supplemented, except in writing signed by both the Coach and the Client.

XI. DISPUTE RESOLUTION

If a dispute arises out of this Agreement that cannot be resolved by mutual consent, the Client and Coach agree to attempt to mediate in good faith for up to **30 days** after notice given. If the dispute is not so resolved, and in the event of legal action, the prevailing party shall be entitled to recover attorney's fees and court costs from the other party.

XII. SEVERABILITY

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

XIII.WAIVER

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

XIV.BINDING EFFECT

This agreement shall be binding upon the parties hereto and their respective successors and permissible assigns.

Client Consent to Terms of Agreement:

I/We, the undersigned, understand this Service Agreement and apply for services at Soulstice Sanctuary in accordance with this agreement.

I/We understand that I/We have the right to revoke consent at any time. This revocation must be in writing to Soulstice Sanctuary.

Participants in Coaching:

Printed Name	Email address
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Signature	Date
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Printed Name	Email address
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Signature	Date
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As guarantor, I am accepting financial responsibility for services received at Soulstice Sanctuary. I am also responsible to notify Soulstice Sanctuary if my status as guarantor has changed or if financial responsibility for coaching services is a shared responsibility. If I do not inform Soulstice Sanctuary, I remain liable for the charges. _____ **(Guarantor's Initials)**

Guarantor's Name (<i>print</i>)	Email address
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Guarantor's Signature	Date
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Soulstice Sanctuary Coach Name	Signature	Date
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