

LIFE COACH CONTRACT

Dr. Tim Harlan

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Terms of Coaching

Coaching is a process where you can experience change in a short period. To refine and sustain, change can take several months. While not binding, I will ask you to expect our Coaching relationship to last at least three months with minimum weekly appointments.

Fees

Coaching fees are payable through my website, drtimharlan.com, under the Coaching Services tab. Fees are \$100 per coaching hour or \$1,500 per month.

- Hourly coaching is a 60-minute scheduled appointment.
- Monthly coaching provides a higher level of availability for coaching for a 30-day period. This service includes emailing me anytime at dr.timharlan@hotmail.com or call me at (530) 370-6871 to reach me with ideas, problems, questions, etc.

Process

Based on a scheduled call, I will call you. If you are expecting my call and I do not call, please allow five minutes, and then call me at (530) 370-6871. If you are unavailable when I call, I too will wait five minutes and attempt another call.

Changes

If you need to reschedule an appointment, I require 24 hours notice. If you are unavailable for a scheduled call without prior notice, we will not make up that time, barring an emergency or illness. However, we can schedule a different time once the fee is paid. If I need to reschedule, I will give you at least 24-hours notice as well, barring an emergency or illness.

Modality

Coaching may be conducted via phone, email, chat room, or Skype. Please identify your preferred method of communication 24 hours before a scheduled appointment.

Problems

If I ever say or do anything that upsets you or does not feel right, please bring it to my attention so that we can resolve it as soon as possible. My objective is to have a coaching relationship that is open, honest, real, and trusting. Communication by telephone or email entails extra challenges since we cannot see body language, facial expressions, etc. Therefore, we give each other latitude and promptly ask for clarification if there is a disconnect.

COACHING AGREEMENT

Coach

- I agree to serve as your Life Coach, to collaborate with you, and to identify and achieve your personal and/or professional goals.
- As your Life Coach, I cannot guarantee results. You will create powerful results by having the courage and determination to make life changes, accordingly.
- During the coaching sessions, I will devote my time, thoughts, and energy to you exclusively. In between sessions, I may not be instantly available; however, I will attempt to be available within 24 hours. If there is a health emergency, call 911.
- I am a Life Coach, not a psychologist or physician. I will not diagnose psychological or medical conditions. If issues arise that require a licensed therapist or physician, I insist that you contact the appropriate professional.
- As your Life Coach, I will bring attentive listening, understanding, belief in you, and commitment to your success. Expect me to challenge you, offer fresh perspectives, make requests (including assigning homework), acknowledge your wins, and guarantee confidentiality (to the fullest extent of the law, and as long as I do not fear for your or another's safety) in our coaching relationship.

Client

- I am motivated and committed to taking action on personal and professional goals.
- I realize that anything less than my intentional full participation will not lead to my success.
- I accept full responsibility for myself and any actions I take that might result from coaching.
- I am under the care of a physician and am considered healthy to engage in coaching.
- I can financially afford the coaching fee at this time and agree to pay at least 24-hours before the scheduled coaching session.
- I agree to honor my scheduled session times.
- I have read and agree to the Coaching Guidelines and Coaching Agreement.

Client Signature

Print Name

Date

Print, sign, scan, and email to dr.timharlan@hotmail.com no later than 24-hour before first scheduled session. This contract is binding until notification of coaching contract termination by either the client or coach, or due to contract revision.