



## Coaching-Patient Agreement and Financial Responsibility

Please read and *sign two copies*. Keep one for your records

The name **DHARMA HEALING & WELLNESS, LLC** is for the purpose of life coaching services. This form also covers all other services related to **DHARMA HEALING & WELLNESS, LLC** which includes but not limited to **LITTLE GIRL GROWN WOMAN ISSUES AND UP WITH THE BEST OF THEM**.

### Rights and Risks:

- You may ask questions about any aspect of the coaching process.
- If you have been referred by a court or state agency, you have the right to divulge only what you want to be included in a report.
- Coaching is most effective when you are open and can speak honestly about your emotions and experiences.
- Coaching may include talking about emotionally provoking subjects and scenarios.
- You have the right to terminate your services at any time.
- Life Coaching is not Counseling and therefore shall not be treated as such. Although some employees hold Social Work, Counseling, and Psychology we operate from a coaching perspective.
- Please see and sign *DISCLAIMER/LIABILITY FORMS*

### Confidentiality:

- Information shared by you in session will be kept confidential.
- Information will not be released without your written consent, except for professional consultation if needed and unless required by law.
- I am required by law to disclose information pertaining to suspected child abuse, the inability to care for one's basic needs for food, clothing or shelter, and threatened harm to oneself or others.
- The court may subpoena coaching records.
- You may want to discuss further limits or exceptions of confidentiality.

### Appointments:

- All sessions are by appointment only and will need to be scheduled through your life coach directly.
- Please arrive on time, as you use up your own time when you arrive late for an appointment. The usual length of an appointment is 45 minutes to 1 hour or 30-45 minutes for teens.
- Late cancellation (less than 24 hours before) *and/or* no-show appointments are billed to the client for the full amount. In the case of illness, please notify us no later than 9:00 a.m. the day of the appointment. Please leave a message if you get voice mail. If your appointment is cancelled or missed, contact the main line **216.712.1099** or your coach for a new appointment time.

### Fees:

- The client fee is expected before the time of service via paypal. My paypal account is accessible via [dharmahaalingandwellness@gmail.com](mailto:dharmahaalingandwellness@gmail.com)
- There is no paying in cash at the time of service except for the \$25.00 non or late cancellation fee which will be due at the time of the next scheduled session.

- Except in the case of minors or when other arrangements are made, the person receiving the coaching service is financially liable.
- Accounts become delinquent after thirty (30) days. **Accounts 60 days in arrears will be terminated.**
- Absolutely **No Checks Allowed**

I have read, understand and agree to the above policies. I have been offered a copy of these policies to take with me if desired. I hereby authorize **Dharma Healing & Wellness, LLC** and my life coach to legally pursue me for non-payment my financial responsibility in the event that I have not paid for my or my child's coaching services. I agree to accept financial responsibility for payment of charges incurred. I understand that a re-billing fee/financial charge complying with **Ohio** State Law may be applied to any overdue balance, and in the event of non-payment, I will bear the cost of collection and/or court costs and reasonable legal fees should this be required. I have read and/or received a copy of **Dharma Healing & Wellness's** Patient Agreement and Financial Responsibility.

**Initial Interview: Included in the first session costs for both teens and adults.**

**Session Fee (30-45min Or 45min-1hr.): Included in the initial cost of services.**

**Non or Late Cancellation: \$25.00**

**Client(s) or Parent's Signature(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Child's (Minors) Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Life Coach Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Life Coach (Printed):** \_\_\_\_\_

**Life Coach (Number):** \_\_\_\_\_

**Emergencies:**

The **number** for the main line is **216.712.1099**. However your person life coach will have their own personal numbers which you will need to contact. Your life coach may be on the phone, in session with someone else, or out of the office. In a crisis situation, and your life coach cannot be reached you may **call the 24-hour Emergency Line at 911, or go immediately to your local hospital emergency room.**