



Client Name:

No Contact and New Life Mentoring Agreement - with Kim Saeed

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www.letmereach.com

Welcome to my Coaching Practice. Prior to entering into a Coaching relationship, please read the following agreement carefully and indicate your understanding of it by signing below and e-mail it back to me along with the client questionnaire. If you have questions, please consult me before signing.

The services to be provided by Kim Saeed, No Contact and New Life Coach or one of her certified life coaches, are coaching, tele-coaching, and email coaching as designed jointly with the client. The fees for coaching are listed on the "New Life Mentoring" portion of the website and must be paid in advance prior to each session or package. 24 hours' notice is required if you need to cancel or change the time of appointment, which can be done via the online scheduler.

- I understand that Coaching is based on a relationship with a Coach who co-facilitates with me to establish long-range goals and the achievement of those goals along with short-term objectives.
- I understand that the role of the Coach is to assist me with improving the quality of my life. I understand that my coach will be honest and straightforward, and will use challenging techniques to move me forward. If coaching is not working as I wish, I will let my Coach know immediately so that we can take steps to correct the problem. If either of us recognizes that I have an issue that would benefit from psychotherapeutic intervention, my Coach will refer me to appropriate resources.
- I understand that Coaching is comprehensive in that it might deal with almost all areas of my life including work, health, relationships and

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spiritual issues. I acknowledge that deciding how to handle these issues with or without my coach and implementing these decisions remains my exclusive responsibility.

- I understand that as my coach, Kim Saeed and/or one of her certified coaches are legally and ethically bound to protect the confidentiality of our communications. However, confidentiality will not apply when it is necessary to protect myself or others from harm. If I share information that indicates that a child or elderly or disabled person is being abused, Kim Saeed and/or one of her certified life coaches must report that to legal authorities. If I am an imminent risk to myself or makes threats of imminent violence against another, Kim Saeed is required to take protective action. Although these situations are rare in coaching situations, if it does occur, Kim Saeed will make every effort to discuss it with me before taking action. I am aware it is impossible to totally protect confidentiality of information that is transmitted electronically. This is particularly true of e-mail and the internet (i.e., NSA, hacking, spyware, etc.)
- I understand that Coaching DOES NOT treat mental illnesses that are defined in the “Diagnostic and Statistical Manual of Psychiatric Disorders” (DSM). If I have anything in my past history indicating that I have an unresolved emotional or physical problem or a mental illness, I certify that I am not using Coaching as a substitute for assistance from a trained mental health professional or a medical doctor.
- I WILL NOT use Coaching as a substitute for counseling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment.
- If I am currently in therapy or under the care of a mental health professional, I will inform my Coach of this relationship.
- I WILL NOT use Coaching in lieu of professional medical advice, legal counsel, accounting assistance, or business consultation, and for each of these areas I understand that I should consult the appropriate professionals. While these topics may come up in our coaching partnership, I acknowledge that I will not use Coaching as a substitute for

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such professional guidance and further acknowledge that decisions on dealing with these issues lie exclusively with me. Should I choose to follow a suggestion or recommendation in these areas, I will do so without legal recourse.

- I agree to make regular evaluations of the Coaching process and notify my coach immediately of any concerns.
- Session cancellations and/or rescheduling must be made within a minimum of 24 hours before any scheduled session by visiting the Let Me Reach online scheduler. If no notice or late notice is received your session will be lost and no refunds will be given.
- It is the role of my coach to act as a guide during the coaching process. The results that will stem from each session will depend entirely on the responsibility I take for taking action and making the changes I am after.
- Coaching sessions are 100% judgement free and totally confidential.

Additional Notes:

Client Signature _____

Date _____

Thank you.