



Heart Connections

Life Coaching

Overview

Coaching is a powerful relationship that helps bring out the potential in a client. Coaching is not therapy, counseling or consulting and is action-oriented and focused primarily on the present and future. The coaching process helps people tap into their inner purpose and passion by partnering with them to set and accomplish goals with sustainable results. Coaching will be done face to face, by telephone or via Skype or other conference software as agreed upon mutually with the client.

Heart Connections Life Coaching Agreement

Because trust is vital to coaching, it is important that you feel safe sharing details about your own life. All information provided to the coach will be kept strictly confidential as allowed by law. Because I am a mandatory reporter, there are certain situations in which I may be required to release information with or without your permission.

1. Where children are physically or sexually abused or neglected, the proper authorities must be notified. I am also obligated to report to authorities if a court of law issues a legitimate subpoena relating to a child abuse case.
2. In emergency situations where there may be danger to the client or others, as with homicide or suicide, confidentiality may be broken.
3. If an unreported life-threatening felony has been committed, I am required by law to report it to the authorities.
4. I am also required to report any suspected threat to national security to federal officials.

If I am required to release information for any of these reasons, the client as well as the appropriate person(s) will be notified.

Services and Fees

I offer life coaching for 60-minute coaching sessions, group sessions, four session blocks and 3 month packages. Based on my belief that everyone deserves support, I accommodate a limited number of low-fee and pro-bono clients. This is based upon availability and may not be appropriate for every situation. Please contact me for more information.





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Scheduling and Cancellation

I request 24 hour notice to cancel appointments except for emergencies. When we schedule your coaching sessions, I reserve that time for you. If you miss that appointment without advance notice, I will consider that time spent from your pre-paid session block. If you arrive late to your appointment, we can begin at that point, but we cannot extend beyond the pre-scheduled session end time. You may cancel future coaching sessions purchased at any time and a refund of the remaining sessions fees will be returned to you upon written request as long as 24 hour notice was given for unused sessions.

Contract

This agreement between Eileen Stitt and _____ will begin on _____. The fee is \$_____ and should be paid promptly prior to each session or block. If paying by credit card, debit card or bank transfer, log into your PayPal account and choose "send money" to this email address:

Eileen@HeartConnectionsLifeCoaching.com

You may also click on the Make a Payment button on my website (HeartConnectionsLifeCoaching.com)

Responsibility

I understand the nature of this coaching relationship, including the imperative value of making my own personal choices. I acknowledge that I alone am responsible for myself; this includes any actions I take or don't take as a result of our coaching relationship. I hold, Eileen Stitt and Heart Connections Life Coaching, harmless from all legal action relating to this coaching relationship, its services and its recommended resources.

Coach Commitment

I am committed to actively invest my best experience, education, skills and resources into our coaching relationship. I will firmly adhere to the code of ethics as outlined by the International Coach Federation (ICF). You can review this code at www.coachfederation.org/ethics. I clearly state that I am NOT qualified to diagnose or treat medical or psychological conditions. Should medical or psychological issues become factors that impact our coaching relationship, it is critical that you promptly seek the proper professional assistance.

____ (please initial) Client names will be provided to the International Coach Federation for the purpose of coaching hour verification as Eileen Stitt pursues her Certification with ICF.

Client Signature _____ Date _____

Coach Signature _____ Date _____

