

Royce B. Garvin, Ph.D.

Coaching Agreement

Welcome to my coaching practice. This document and attachments constitute a contract between us (the Agreement), and you should read it carefully and raise any questions and concerns that you have before you sign it.

The services to be provided by Dr. Garvin are coaching or tele-coaching as designed jointly with the client. The fee for the initial assessment is \$250 per hour, and – once a plan is agreed upon – coaching sessions will be charged at the rate of \$250 per 55-minute meeting. Professional time spent outside of coaching sessions, including, but not limited to, between-session phone calls or email exchanges, report-writing, and reviewing documents, will be billed on a prorated basis. If I am required to attend meetings outside of my office, you will pay for the time I spend travelling to the location of such meetings. You are required to give 48 hours' notice if you need to cancel or change the time of an appointment. Otherwise, you will be charged for the session in full. Dr. Garvin will make every effort to reschedule sessions which are cancelled in a timely manner.

Coaching and Psychotherapy

In addition to being a coach, I am also a licensed psychologist in California with training and experience in diagnosing and treating emotional problems. While there are similarities between coaching and psychotherapy, they are different activities; and it is important that you understand the differences between them. Psychotherapy is a health care service which is often reimbursable through health insurance policies. This is not true for coaching. Both coaching and psychotherapy utilize knowledge of human behavior, motivation and behavioral change, and interactive counseling techniques. The major differences are in the goals, focus, and level of professional responsibility.

The focus of coaching is the development and implementation of strategies to reach client-identified goals of enhanced performance and personal satisfaction. Coaching may address specific personal projects, life balance, job performance and satisfaction, or general conditions in the client's life, business, or profession. Coaching utilizes personal strategic planning, values clarification, brainstorming, motivational counseling, and other counseling techniques.

The primary foci of psychotherapy are identification, diagnosis and treatment of mental and nervous issues and disorders. The goals of psychotherapy include alleviating symptoms, understanding the underlying dynamics which create symptoms, changing dysfunctional behaviors which are the result of these disorders, and developing new strategies for successfully coping with the psychological challenges which we all face. Most research on psychotherapy outcomes indicates that the quality of the relationship is most closely correlated with therapeutic progress. Psychotherapy clients are often emotionally vulnerable. This vulnerability is increased by the expectation that they will discuss very intimate personal data and expose feeling about themselves about which they are understandably sensitive. The past life experiences of psychotherapy clients have often made trust difficult to achieve. These factors give psychotherapists disproportionate power that creates a fiduciary responsibility to protect the safety of their clients and to "above all else, do no harm."

The relationship between the coach and client is specifically designed to avoid the power differentials that can occur in the psychotherapy relationship. The client sets the agenda, and the success of the enterprise depends on the client's willingness to take risks and try new approaches. The relationship is designed to be more direct and challenging, involving honesty and straightforwardness to move you forward. When coaching is not working as you wish, you should immediately inform me so that we can both take steps to correct the problem.

Because of these differences, it is important to distinguish between the roles of coach versus psychotherapist. If either one of us recognizes that you would benefit from psychotherapeutic intervention, I will refer you to appropriate resources and may insist that I have access to your therapist as a condition of my continuing as your coach.

It is also important to understand that coaching is a professional relationship. While it may often feel like a close personal relationship, it is not one that can extend beyond professional boundaries both during and after our work together. Often, when boundaries blur, the benefits gained from the coaching relationship are endangered.

Confidentiality

As a licensed Psychologist, I ethically and legally bound to protect the confidentiality of our communications. I will only release information about our work to others with your written permission or in response to a court order. There are some situations in which I am legally obligated to breach confidentiality in order to protect you or others from harm. If I have information that indicates that a child or elderly or disabled person is being abused, I must report that to the appropriate agency. If a client is an imminent risk to themself or makes threats of imminent violence against another, I am required to take protective actions. These situations are quite rare in coaching practices. If such a situation occurs in our relationship, I will make every effort to discuss it with you before taking any action.

As you are no doubt aware, it is impossible to protect the confidentiality of information that is transmitted electronically. This is particularly true of email and information stored on computers connected to the internet.

Some coaching sessions may be conducted in a group format. By signing this agreement, you commit yourself to maintaining the confidentiality of all information communicated to you by other coaching clients and by your coach. We both understand that progress is often enhanced when clients are allowed to discuss their coaching relationship with trusted colleagues and friends. You can have these discussions, but you must in no way share information that leads to the identification of others in the group. If you are ever in doubt regarding what to reveal and what not to reveal, err on the side of protecting the privacy of others – a vital element of such group interaction.

Your signature below indicates that you have read the information in this document and agree to abide by its terms during our professional relationship.

CLIENT SIGNATURE _____ DATE _____