

Coaching Contract

1. Definition of Coaching

Coaching is a professional partnership designed to help you clarify areas for improvement and work toward achieving your desired outcomes. Coaching differs from consulting in that it focuses on helping you find your own answers rather than providing direct advice. It is also distinct from therapy in that we will address obstacles to your goals but will not engage in therapeutic or psychological matters requiring specific training and licensing.

2. Keeping Appointments

Commitment is essential for effective coaching. Scheduled appointments should be kept, as results are cumulative and depend on your consistency. If you are late, the session will end at the scheduled time.

- Prepaid sessions can be rescheduled through your client portal.
- No-shows will count as a session used and will not be rescheduled.
- Cancellations are not accepted; however, sessions can be rescheduled up to 24 hours in advance through the portal.
- In case of emergencies outside the 24 hour rescheduling window, email me to discuss internal rescheduling.

3. The Coach's Responsibility

I am committed to supporting you in achieving your goals and ensuring each session is meaningful and productive. I will conduct myself professionally and adhere to the ethics and standards set by the International Coaching Federation ([ICF Code of Ethics](#)). I will not offer advice outside my expertise and will help you find a qualified professional if needed.

4. Confidentiality

All communications and information exchanged during coaching will be kept confidential to the extent permitted by law. Confidentiality may be breached if required by law or if there is evidence of potential harm to yourself or others, or illegal activities. In such cases, I will discuss the matter with you before taking any action.

5. The Client's Responsibility

You are responsible for adhering to the terms of this contract and for your actions as a result of coaching. You must also maintain your well-being and actively participate in the coaching process. Please provide feedback to ensure that sessions are effective for you.

6. Open Communication

We agree to communicate openly and honestly. I will share observations with compassion, and I encourage you to be transparent for the best results from our sessions.

7. Communication Between Sessions

You may contact me via email, text, or phone-call. Brief support (10 minutes or less) over the phone is available when I am free. Extended phone consultations will be billed at \$110 per hour, in 15-minute increments.

8. Copyright

Materials assigned during coaching, which are copyrighted by Fern Gorin and The Life Purpose, are for your personal use only. Sharing these materials with third parties, in any form, is prohibited. For any arrangements regarding their use, contact The Life Purpose Institute at info@lifepurposeinstitute.com or call 858-484-3400.

9. Termination

To ensure a smooth termination process, provide at least one-session notice. This allows us to review your progress, discuss further steps, and conclude our coaching relationship appropriately.

10. Agreement

By signing this contract, you agree to the terms outlined in this Contract and acknowledge that you understand and accept the responsibilities and guidelines described.