



P.O. Box 2665
Silver Spring, Maryland 20915
Tel: 240-242-4087
Email: RHCS@realhorizonsdlb.com
www.realhorizonsdlb.com

Coaching Contract

Thank you for seeking coaching services from RHCS. The following will outline the responsibilities for each party. Please review pages 1 and 2 thoroughly.

Outline of Responsibilities

RHCS' obligations

- Help client achieve desire goals and reach his or her fullest potential through a collaborative relationship.
- Help client develop healthy life skills and gain insight into effective ways of coping with personal, occupational, relational, family, parent-child or interpersonal challenges.
- Collaborate with client to create a plan that will enable him or her to maximize and enhance current skills while also developing new skills.
- Coach client through progressive thinking techniques that will help him or her identify and utilize positive coping skills that will enhance his or her lifestyle.
- Coaching is not counseling or psychotherapy and does not involve diagnosing or treating mental illness or dysfunction. If the client request or desire to receive mental health treatment, a referral to specialty mental-health provider will be made immediately.

Confidentially and Documentation

Coaching sessions are 100% confidential. However, threats of self-harm or violence toward others will be addressed and reported to appropriate legal and/or mental health authorities.

RHCS will not retain documentation of individual coaching sessions. Sessions are strictly psycho-educational. However, if requested, a coaching plan with specifics goals and objectives will be developed in collaboration with the client if requested.

Your obligations

In exchange for the coaching services provided, you agree to compensate RHCS as follows:

1 hour - Coaching via Skype or Phone - \$85

1 hour – Coaching in person - \$120

Total fee is required before starting sessions and can be paid by Check (payable to RHCS), on-line with a credit card at www.realhorizonsdlb.com, invoiced through PayPal or cash.

Recording: The Coaching Fee does not include the right to audio- or videotape sessions. Client is prohibited from recording any sessions without the CEO's written permission.

Session Rules: Skype, phone and in-person sessions will begin and end promptly. Client is responsible for keeping scheduled appointments.

Cancellation: In the event you cancel a session or change the Date of Session to a date that our coaches cannot accommodate, the following fee schedule shall be in effect from the time RHCS receives notification of cancellation or date change: - All Payments shall be retained by RHCS – All Payments are non-refundable because RHCS was not able to book another session due to holding the agreed date and time.

In the event that one of our coaches cancels a session or changes the Date of a Session to a date that you cannot accommodate, 100 percent of the coaching fee will be refunded to you.

Session Dates: Because of the numerous coaching sessions conducted by our coaches and our desire to serve clients with an immediate answer, RHCS does not hold session dates without payment. To ensure that you receive your desired dates, please make payment and contact us immediately to schedule your appointment. Please send any special session request prior to the scheduled appointment.

The Terms and Fees outlined in this contract may not be disclosed with Third Parties. Any breach or violation of this contract shall be addressed in a court of competent jurisdiction in the federal or state courts.

Disclaimer: The ideas, opinions and recommendations presented during coaching sessions are not intended as a substitute for seeking professional counseling or psychotherapy. Our coaches are not liable or responsible for any personal, relational or occupational distress, loss or damage allegedly arising from any information or recommendations presented in coaching sessions.

By paying the requested fee, you acknowledge that you have reviewed this contract in its entirety and accept the conditions outlined in it.

Please contact us at 240-242-4087 if you have any questions about this contract.

Respectfully,

Dr. Dwayne L. Buckingham

Dr. Dwayne L. Buckingham
President & CEO