

**CHAPIN & RUSSELL ASSOCIATES
IS PROUD TO ANNOUNCE A NEW AND EXCITING SERVICE !**

PERSONAL COACHING

***WHEN THE TIME AND EXPENSE OF COUNSELING IS NOT NECESSARY BUT THE HELP
& ADVICE OF A SKILLED MENTAL HEALTH PROFESSIONAL WOULD BE VERY
HELPFUL . . .***

***YOU CAN NOW CONSULT WITH ONE OF OUR UNIQUELY QUALIFIED & SPECIALLY
TRAINED PERSONAL COACHES !***

EXPERT HELP WITH:

Behavioral Health

*Headaches
Chronic Pain
Insomnia
Smoking Cessation
Stress Reduction
Weight Loss
Wellness Assessment*

Family Problems

*Parenting
Family Relationships
Extended Family Issues
Marital Conflict
Separation & Divorce
Compatibility Assessment
Blended Family Issues
Dependency/Codependency*

School Problems

*School Refusal
Study Skills
Social Skills
Attention Deficit
Behavior Problems
Peer Relationships
Bullying*

Workplace & Career

*Workplace Conflict
Job Change
Career Assessment
Resumes
Job Search Skills
Improving Emotional IQ
Interpersonal Skills
Organizational Skills
Leadership Skills*

Depth Psychology

*Self-Hypnosis
Mental Imagery
Dream Interpretation
Hypnotic Regression
Spiritual Guide Imagery
Jungian Work
Archetypal Assessment
Spiritual Journey*

Life Change & Loss

*Leaving Family
College Adjustment
Getting Married
Becoming Parents
Empty Nest
Retirement
Sex & Aging
Leaving Your Home
Death, Loss & Grief*

ADVANTAGES INCLUDE:

- **No Insurance Forms, Co-payments, Deductibles, Pre-Approvals**
- **Complete Privacy and Confidentiality**
- **Individually Designed Coaching Plans**
- **Choice of Personal Coach (see coach profile and fees)**
- **Choice of Two Session Lengths (30 or 45 minutes)**
- **Choice of Format: Face to Face, Phone, and/or Email**
- **Three Easy Payment Options (Credit Card, Check or Cash)**

**CALL CHAPIN & RUSSELL ASSOCIATES AT 681-5850
SCHEDULE YOUR PERSONAL COACHING TODAY!**

CHAPIN & RUSSELL ASSOCIATES
PERSONAL COACHING SERVICE AGREEMENT
3020 W. Willow Knolls Drive . Peoria IL 61614 . (309) 681-5850

Introduction

1. The purpose of personal coaching is to provide clients with help and advice from a specially trained mental health professional toward the resolution of a specific problem or the achievement of a meaningful personal, family, or professional goal.
2. Personal coaching is not therapy. If issues arise that are of a therapeutic nature, your coach will help you identify these issues and refer you for help from a licensed professional therapist.
3. Through personal coaching you can learn valuable information, become more self-aware, learn new skills, and develop creative strategies to more effectively resolve personal, family, and professional problems and/or achieve your goals.
4. In a typical coaching session you will be asked a set of very focused questions. Your coach will listen carefully to your responses and work with you set meaningful goals. Together, you and your coach will then design and implement an action plan to help you reach them.
5. While the results of personal coaching are largely determined by your effort, most clients report meaningful progress toward their goals.

Personal Coaching Guidelines and Responsibilities

THIS AGREEMENT is made by the undersigned CLIENT & PERSONAL COACH . The parties agree:

1. **Full Disclosure:** You agree to disclose all information that may have a bearing on the nature of your problem or goal and to notify your coach of any mental health condition that may warrant treatment.
2. **Scheduling:** You and your coach will agree on a standard time and format for your coaching. The form of coaching can be face to face, telephone, Skype or email communication.
3. **Fees:**

<u>Face to Face/Phone/Video Conf. Service</u>	<u>MS/MSW/Intern</u>	<u>Ph.D.</u>
30 Minute Session	80.00	90.00
45 Minute Session	145.00	175.00

Note: a. Email contact is billed at 30 minute rate. Email beyond 30 minutes is billed at 45 minute rate.
b. Coaching fees are adjusted annually upon notification from your coach.
4. **Payment:** Coaching fees are paid at the time of service by credit card, check or cash. Any non-payment will result in suspension of future scheduled sessions.
5. **Cancellation:** You agree to provide a 48 hour notice to cancel and reschedule any coaching session without charge. Any sessions missed without appropriate cancellation will be charged at the standard rates.
6. **Privacy:** All discussions with your coach are private and confidential unless (1) you give written permission to release information or (2) as required by law, you pose an immediate risk of harm to yourself or another, or indicate involvement in child or elder abuse. Also note that coaching conversations are not “privileged” and can be subpoenaed by a duly named authority of the court. It is further understood that some forms of communication including email, fax, and wireless telephone may not be secure, and thus you understand and agree that their use may not be confidential.
7. **Termination:** Personal coaching is voluntary and can be terminated with proper notice by you or your coach. Should you decide to terminate coaching, you agree to give notice 48 hours before a scheduled session and by speaking directly with your coach by phone or in your last face to face session. Should your coach decide to terminate coaching because he or she has determined they can not help you or you have not made proper past payment, your coach will notify you by phone or in your last face to face session.
8. **Advantages and Limits of Personal Coaching:** Personal coaching allows clients the opportunity to benefit from the skills and expertise of a mental health professional without engaging the costs and bureaucracy of traditional health insurance coverage. This affords clients complete confidentiality and individually designed coaching plans that can help them with problems not covered by insurance and/or personal goals, which have thus far eluded them. Personal coaching also provides clients with a choice of session length, format and payment option. As with any consulting relationship the outcomes of personal coaching rest with client’s effort, coach’s expertise, and the working chemistry between them. Should you become dissatisfied with your progress, express your concerns to your coach. If you remain dissatisfied ask for a referral to another coach. It’s important to us that you value your personal coaching experience.

SIGNATURE OF CLIENT AND PERSONAL COACH: I fully understand and agree to the above statements.

Client

Date

Personal Coach

Date