



## **Coaching Agreement**

### **CLIENT NAME:**

As part of the coaching program offered through Danaher's Women & Friends ARG, you have 9 coaching sessions over 12 weeks. Please plan to meet according to the attached program schedule, to the extent possible. It is understood that there will be times when business travel, PTO, or the Coach's schedule may preclude having a planned weekly session. All sessions are paid for by Danaher.

All sessions are conducted via phone. Please call me at 970-328-2070 at our scheduled time.

**NATURE OF THE RELATIONSHIP:** The Client understands that the coaching relationship is not psychotherapy, psychological counseling, or any type of therapy nor is it a substitute for these services. In the event the Client feels a need for professional counseling or therapy, it is the responsibility of the Client to seek a professional who can provide these services. If the Coach believes that such services will be valuable to the client, the Coach will recommend them. The Coach believes the Client to be creative, resourceful, and whole, and the relationship between Coach and Client is a designed alliance.

**CALL PROCEDURE & CANCELLATIONS:** The Client will call the Coach at the pre-arranged time at **970-328-2070** as scheduled. The Client and the Coach will choose a mutually convenient time and will schedule out the calls during the first appointment. Please leave a voicemail or send a text message to cancel your appointment. Please make every effort to cancel an appointment at least 24 hours in advance. For cancellations less than 24 hours in advance, the Coach will make a good faith effort to fill your spot and/or reschedule you within in the next few days. Otherwise, the Coach may count the missed session and it will be deducted from the Client's total number of sessions. If for some reason the Coach fails to show up for a session, the next session will be complimentary excluding late cancellations due to illness or family emergency. The Coach and the

Client agree to give each other a 10 minute grace period for starting the session. The Coach will do her best to be on time, but if the Client calls and gets voicemail please know that the Coach will call the Client back within 10 minutes of the session's start time.

**NONDISCLOSURE:** The Coach recognizes that the Client may have future plans, business affairs, financial information, job information, goals, personal information, and other private information. The Coach will not at anytime, either directly or indirectly, use any information for the Coach's own benefit, or communicate this information to a third party.

**CONFIDENTIALITY:** The Coach will not reveal that the Coach and the Client are in a coaching relationship without the expressed permission of the Client. The Coach will do all that is within her power to keep confidential all communications between the Client and the Coach. The Client understands that there may be exceptions to Coach-Client confidentiality that may include responding to court orders. In the event of discovery of child abuse or the client's intent to cause harm to him/herself or others, the Coach will take all reasonable and appropriate action that may include breaching confidentiality.

As a subcontractor of Annie Ricci of Annie Ricci Coaching, LLC the Coach upholds Annie's additional confidentiality standards: if the Coach reasonably believes that the Client may hurt themselves or someone else, or that the Client is in danger, the Coach will alert local authorities for safety purposes.

**DISPUTE RESOLUTION:** Any disagreement arising from the terms of this agreement will be submitted to arbitration, to occur via telephone. The parties agree to be bound by the decision of a mutually agreed upon arbitrator whose fees will be split evenly between the parties.

Client: \_\_\_\_\_

Date: \_\_\_\_\_

Coach: \_\_\_\_\_ *Amy Arthur Packer* \_\_\_\_\_  
Amy Arthur Packer

Date:

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**Amy A. Packer**  
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**Please email a signed copy of this agreement to Amy  
before our first session.**