



Good Doctor Behavioral Services, LLC

Client Demographics Form

I. Personal information:

Client ***LAST*** Name: _____ Initial: _____

Client ***FIRST*** Name: _____

Date of Birth (month/day/year): _____

II. Corporate Client (if contracting services for an organization):

Company Name: _____

Title: _____

III. Contact Information

Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Cell Phone: _____ Email: _____

IV. Work/Organizations' Information

Work/Type of Business: _____ Work Phone: _____

V. Family/Relationship

Spouse/Partner's Name (if applicable): _____

Children's Names/Ages (if applicable): _____

Disclaimer:** The Client is aware that the coaching relationship does not represent psychological counseling or any kind of therapy. The Client is also aware that coaching results can vary and are not guaranteed. The Client agrees that they are entering into coaching with the understanding that the Client is responsible for their own decisions and results. The Client also agrees to hold the Coach free from all liability for any actions or results for adverse situations created as a direct or indirect result of advice given by the Coach. (Client initials***) _____

Session Contact Procedure:** If the Client fails to make the appointment time, the Client is still responsible for the coaching **full fee**, unless 24 hours notice was given to reschedule the call. The Coach will make every effort to reschedule with the Client. (Client initials***) _____

Client name: _____ Date: _____

Client signature (or legal guardian if under 18): _____



Good Doctor Behavioral Services, LLC

Life Coaching Informed Consent:

204 Lowe Ave SE #5
Huntsville, AL 35801
(256) 602-9756
info@gooddoctorbehavioralservices.com

Services or contact provided via regular mail, fax, video chat, phone, text, email or in person:

Description of Coaching: Life Coaching is partnership (defined as an alliance, not a legal business partnership) between the Coach (Dr. Sharlaine Ortiz) and the Client in a thought-provoking and creative process that inspires the client to maximize personal and professional potential. It is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.

I. Coach-Client Relationship

1. Client is solely responsible for creating and implementing his/her own physical, mental and emotional well-being, decisions, choices, actions and results arising out of or resulting from the coaching relationship and his/her coaching calls and interactions with the Coach. As such, the Client agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. The Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.
2. The Client further acknowledges that he/she may terminate or discontinue the coaching relationship at any time.
3. The Client acknowledges that coaching is a comprehensive process that may involve different areas of his or her life, including work, finances, health, relationships, education and recreation. The Client agrees that deciding how to handle these issues, incorporate coaching principles into those areas and implementing choices is exclusively the Client's responsibility.
4. Client acknowledges that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association nor the American Psychological Association and that coaching is not to be used as a substitute for counseling, psychotherapy, psychoanalysis, mental health care, substance abuse treatment, or other professional advice by legal, medical or other qualified professionals and that it is the Client's

exclusive responsibility to seek such independent professional guidance as needed. If Client is currently under the care of a mental health professional, it is recommended that the Client promptly inform the mental health care provider of the nature and extent of the coaching relationship agreed upon by the Client and the Coach.

5. The Client understands that in order to enhance the coaching relationship, the Client agrees to communicate honestly, be open to feedback and assistance and to create the time and energy to participate fully in the program.

6. The Client understands that although Dr. Sharlaine Ortiz has performed as a counselor under supervision, ***she is not presenting herself as a therapist to the Client***, and she is not providing psychotherapy to the Client. The Coach shall assist the Client in clarifying their personal or career goals, and in working out a plan of action, as determined by the Client, to help achieve such goals. The Coach could accomplish this by carefully listening to the Client's concerns, providing open, honest feedback, and asking questions intended to elicit responses from the Client that will lead them to decide what steps to take to achieve the desired results. The Client acknowledges that the Coach is not in the business of providing advice, psychological, medical, legal or otherwise, and the Client should retain the services of a qualified professional in any particular area where such qualified advice is required. Furthermore, the Life Coach does not provide therapy or mental health counseling. Clients with psychological or other medical problems should consult a qualified health care professional. If the term 'patient', 'treatment' or derivatives ever appear in any form; this is a display of the record-keeping software and it cannot be changed. It is NOT the opinion of the Coach.

II. Services

The parties agree to engage in Coaching Appointments/communication through regular mail, fax, video chat, phone, text, email or in person:

III. Schedule and Fees

- \$25 USD per 50-60 minutes for a tutoring session (in-person and/or online and/or phone).
- \$55 USD per 50-60 minutes for an individual appointment (in-person and/or online and/or phone).
- \$75 USD per person per 60-90 minutes for a group appointment (in-person and/or online and/or phone).
- \$120 USD per 50-60 minutes for a relationship (couples') or family appointment (3 persons or more) (in-person and/or online and/or phone).
- \$250 USD per 50-60 minutes for a Organizations' appointment (religious, public, private, corporate, non-profit) (in-person and/or online and/or phone).
- If appointments are held at the client's selected location, a \$0.53 round trip per mile charge will be charged.
- Seminars, workshops, retreats, and classes are charged on a case-by-case basis.

Payment is due via paypal before the start of each appointment Payable to info@gooddoctorbehavioralservices.com

IV. Procedure

The time of the coaching meetings and/or location for individual, family, relationship, and groups will be held at: 204 Lowe Ave SE #5 Huntsville, AL 35801. Organizations' (religious, public, private, corporate) and larger groups (of 10 or more) meetings will be held at a predetermined location as agreed upon by the Coach and the Client based on a mutually agreed upon time. The Coach will initiate all scheduled calls and will contact the client promptly at the time of the scheduled appointment.

V. Confidentiality

This coaching relationship, as well as all information (documented or verbal) that the Client shares with the Coach as part of this relationship, is bound by the principles of confidentiality. However, please be aware that the Coach-Client relationship is not considered a legally confidential relationship (like the medical, psychological and legal professions) and thus communications are not subject to the protection of any legally recognized privilege. The Coach agrees not to disclose any information pertaining to the Client without the Client's written consent. The Coach will not disclose the Client's name as a reference without the Client's consent.

Confidential Information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; or (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; (f) is disclosed to the Coach and as a result of such disclosure the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client or others; and (g) the Coach is informed of abuse of a child/elder or dependant adult, (c) the Coach is informed of sexual contact between a minor/vulnerable person and an adult. The Client also acknowledges his or her continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.

No Recordings. The Client agrees he/she will not make audio, video, or photographic records, including screen captures or recordings, nor use, duplicate, disclose, or publish other information while on or regarding the services provided to the Client.

VI. Cancellation and "No show" Policy

The Client agrees that it is the Client's responsibility to notify the Coach 24 hours in advance of the scheduled calls/meetings/video chat. Coach reserves the right to bill Client for a missed meeting. Coach will attempt in good faith to reschedule the missed meeting. **If the Client presents as a "no call/no show", or cancels within the 24 hour frame, the full fee agreed upon for the appointment will be charged.**

VII. Termination

Either the Client or the Coach may terminate this Agreement at any time with one week written notice. Client agrees to compensate the Coach for all coaching services rendered through and including the effective date of termination of the coaching relationship.

VIII. Limited Liability

Except as expressly provided in this Agreement, the Coach makes no guarantees, representations or warranties of any kind or nature, express or implied with respect to the

coaching services negotiated, agreed upon and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential or special damages.

IX. Entire Agreement

This document reflects the entire agreement between the Coach and the Client, and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered or supplemented except in writing signed by both the Coach and the Client.

X. Severability

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

XI. Waiver

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

XII. Applicable Law

This Agreement shall be governed and construed in accordance with the laws of the State of Alabama without giving effect to any conflicts of laws provisions.

XIII. Binding Effect

This Agreement shall be binding upon the parties hereto and their respective successors and permissible assigns.

BY SIGNING, YOU ARE AGREEING TO THESE TERMS

Name of client (or legal guardian if under 18): _____

Signature of client (or legal guardian if under 18): _____

Date: _____