



## COACHING AGREEMENT AND INFORMED CONSENT

CLIENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

IF MINOR:

PARENT / GUARDIAN NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

This agreement is made between Youth Discovery Coaching and / or **Vanessa Sun Silberberg**, hereinafter referred to as the **COACH**, and the **CLIENT** (and/or the client's parent or legal guardian if the client is a minor). This agreement will take effect upon the receipt of the initial payment for coaching services and will remain in force for the duration of the coaching relationship.

### COACHING SERVICES

The COACH'S approach to coaching integrates principles and practices from various sub-disciplines of psychology. These methods are applied within a coaching environment to support the CLIENT in overcoming obstacles, planning actionable steps, staying motivated, and achieving personal goals. While coaching is therapeutic in nature and techniques used are influenced by psychological practices, it is important to note that although the COACH holds a Master's Degree in Family Therapy, she is not a licensed therapist, nor provides psychotherapy services. Coaching and therapy are distinct, and while some therapeutic techniques can be adapted for coaching, the focus remains on personal development and goal achievement within the coaching framework.



- **Initial Consultation:** A complimentary **fifteen-minute consultation** will be offered to determine the suitability of the coaching for the **CLIENT's** needs.
- **Individual Coaching Sessions:** The coaching engagement includes **10 (ten) individual sessions**, each lasting **60 (sixty) minutes**, conducted via **Zoom**. Additional sessions may be contracted if deemed necessary or desired.
- **Definition of Coaching:** Coaching, as defined by the International Coach Federation (ICF), is “partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential.”
- **Educational Material:** During the sessions, the **COACH** may provide relevant educational materials to support the **CLIENT's** development and progress toward their goals.
- **Client Assignments:** The **CLIENT** agrees to complete any assignments provided by the **COACH** between sessions. These assignments are designed to further the **CLIENT's** progress and may include guided reflections, practical exercises, or actions aligned with the goals set during the coaching sessions.

## FEES

**Investment:** The total investment for **10 coaching sessions** is **US\$1,800.00**. Payments can be made via credit card, Venmo (@youthdiscoverycoaching), or Zelle (+1 (786) 599-8361).

- **Discounted Full Payment Option:** Clients who choose to pay the full amount in advance are eligible for a discounted rate of **US\$1,700.00**.
- **Installment Payment Plan:** Clients have the option to pay in **three installments** of **US\$600.00**. The first installment is due upon registration, the second installment is due on the **20th day of the first consecutive month**, and the third installment on the **20th day of the second consecutive month**.
- **Additional Sessions:** Should it be deemed necessary or desired, clients may purchase additional sessions at a rate of **US\$180.00** per session.
- **Insurance:** I do not accept third party reimbursement from health insurance carriers. I do not accept assignment of benefits, nor do I participate in managed care insurance plans (HMO' s and PPO' s ) .



## CANCELLATION POLICY

- **Cancellation and Rescheduling:** Clients must provide at least **48 hours' notice** if they are unable to attend a scheduled session. Sessions cancelled in advance will be rescheduled at no additional cost. Failure to provide adequate notice may result in the session being forfeited.
- **Program Interruption:** Clients may choose to pause or interrupt the program at any time. While no refunds will be issued once the coaching engagement has commenced, any unused sessions will remain available for future use, should the client wish to continue.

## LIMIT OF LIABILITY.

CLIENT EXPRESSLY UNDERSTANDS AND AGREES THAT VANESSA SUN SILBERBERG AND/OR YOUTH DISCOVERY COACHING SHALL NOT BE LIABLE FOR:

(A) ANY DIRECT, INDIRECT, INCIDENTAL , SPECIAL CONSEQUENTIAL OR EXEMPLARY DAMAGES WHICH MAY BE INCURRED BY YOU, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO, ANY PERSONAL INJURY, EMOTIONAL DISTRESS, LOSS OF GOODWILL , OR OTHER INTANGIBLE LOSS.

(B) SOME JURISDICTIONS AND STATES PRECLUDE LIMIT OF LIABILITY CLAUSES. IN THE EVENT DAMAGES ARE ASSESSED, THE LIMIT OF LIABILITY FOR VANESSA SUN SILBERBERG AND/OR YOUTH DISCOVERY COACHING SHALL NOT EXCEED THE TOTAL AMOUNT OF SESSIONS PREVIOUSLY HELD AND PAID FOR BY THE CLIENT.

(C) THE COACH WILL NOT TELL THE CLIENT WHAT TO DO, AND THE CLIENT IS ALWAYS EMPOWERED TO CHOOSE, AND IS HELD RESPONSIBLE FOR, HIS/HER ACTIONS. THE CLIENT ASSUMES ALL RESPONSIBILITY FOR ANY ACTIONS TAKEN IN RELATION TO A SESSION AS WELL AS ALL OUTCOMES AND RESULTS



(D) IN THE EVENT THAT THE CLIENT DIVULGES INFORMATION THAT THE COACH DETERMINES INDICATES THE CLIENT IS A RISK TO HIM/HERSELF OR OTHERS, THE COACH IS LEGALLY RESPONSIBLE TO NOTIFY THE CLIENT'S APPROPRIATE PERSONNEL OR AGENCIES.

THE LIMITATIONS ON VANESSA SUN SILBERBERG AND/OR YOUTH DISCOVERY COACHING ABOVE SHALL APPLY WHETHER OR NOT VANESSA SUN SILBERBERG AND/OR YOUTH DISCOVERY COACHING IS NEGLIGENT OR HAS BEEN ADVISED OF OR SHOULD HAVE BEEN AWARE OF THE POSSIBILITY OF ANY SUCH LOSSES ARISING.

The signatures below indicate full understanding and agreement with the information in this Coaching Agreement.

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

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

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

IF MINOR:

Parent / Guardian Name: \_\_\_\_\_

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

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

Coach: Vanessa Sun Silberberg

Coach Signature: Vanessa Sun Silberberg

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



## INFORMED CONSENT FOR SESSION RECORDING AND USE OF MENTALYC NOTE TAKING SOFTWARE

### General Notice

I, VANESSA SUN SILBERBERG, have a legal and ethical responsibility to make my best efforts to protect all communications that are part of the coaching sessions. I have chosen to use Mentalyc's note-taking system for coaching as part of my effort to provide the best care to my clients. It provides me with an automatically generated transcript and summarization of our sessions. Mentalyc's system is HIPAA compliant and uses up-to-date encryption methods, firewalls, and backup systems to help keep your information private and secure. You are consenting for me to record our sessions using Mentalyc's system.

### Details

By signing this agreement, the client consents to the recording of coaching sessions conducted via Zoom for the purpose of ensuring accuracy in note-taking and for the coach's reference to support the client's progress. These recordings, along with any notes derived from them, are strictly confidential and will be used solely by the coach for the purposes of the coaching relationship. The recordings will not be shared with any third parties without the client's explicit consent and will be securely stored and deleted upon request.

Recordings of our sessions will be transcribed and summarised by Mentalyc's HIPAA-compliant technology. Mentalyc doesn't store the recordings and client personal information. I may choose to keep the summarised notes as part of your confidential medical record. Mentalyc only keeps anonymized data to help improve the tool. As with any technology, there are certain risks and benefits, which I will list here:

### Risks:

- All technology contains a risk of confidential information being disclosed. You can ensure the security of our communications by only using trusted secure networks for coaching sessions and having passwords to protect the device you use for coaching. Mentalyc mitigates this risk by ensuring up-to-date technological security and storing the data with as little identifying information as possible.
- Mentalyc Researchers will have access to your de-personalized transcripts (transcript content with removed names, emails, and other identifying information).

- The system may contain unknown bias in the way it generates the session summary and presents clinical information. This risk is mitigated by your therapist's commitment to review and modify the note as needed using their clinical expertise.

**Benefits:**

- The technology allows the therapist to focus more of their attention on therapy.
- Removes the need for taking notes or trying to remember information during and after the session.
- Mentalyc reduces the therapist's workload and may help with compassion fatigue.
- The technology may provide additional clinical insights for the therapist which helps improve outcomes in the therapeutic process.

By signing this consent, you are agreeing to allow your therapist to use the Mentalyc software.

The signatures below indicate full understanding and agreement with the information in this Informed Consent.

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

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

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

Parent / Guardian Name: \_\_\_\_\_

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

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

Coach: Vanessa Sun Silberberg

Coach Signature: Vanessa Sun Silberberg

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