

INTEGRATIVE WISDOM COUNSELING

CLIENT AGREEMENT

My fee for a 1 hour session is \$120. My hour is usually 60-70 minutes. This fee is for phone session or in my office. If I must travel to see you I will charge a travel fee of \$20-50 depending on travel time.

INITIAL SESSION: I suggest the initial session is a double session, 2+ hours, and the fee is \$240. This time allows for you to tell me your story, your needs, and your goals without feeling rushed or incomplete. I also can answer any of your questions about how I work.

PAYMENT: I accept cash, checks and credit cards. I require payment in advance for the agreed upon number of sessions in a four week cycle. If you are seeing me weekly, I require \$480 in advance for four sessions. Alternate weeks — \$240 in advance for 2 sessions. Single session — \$120. Any additional sessions for emergencies are \$120. If you want to pay me by credit card, I will keep your number on file. In signing this agreement you grant me permission to charge your card in accordance with the stated fees.

FINANCIAL INTEGRITY: If you have financial challenges that require special consideration, please feel free to discuss fee options with me. I want both of us to maintain financial integrity. Likewise, if your financial situation improves, I ask you to honor our work and let me know that you are now able to pay my regular fees.

FREQUENCY: I work in four week cycles. Initially (2-6months), I recommend weekly sessions. Following this there is a move to every other week for an indefinite time. Ultimately, once every four weeks. Everyone benefits from having a session with a compassionate and wise listener at least once a month. Everyone needs to reflect on their life to seek the deep questions and concerns, having a monthly session provides a healthy rhythm for your self-attention.

CANCELLATION AND POSTPONEMENT: Our agreement is for a certain number of sessions in a four week period. If you cannot make your regularly scheduled time, please let me know as soon as possible. The make-up session must be rescheduled within 5 working days of the missed session. If due to emergency, you are unable to notify me prior to your scheduled session, please contact me as soon as you can. The same 5 working day rescheduling applies to emergencies.

I am happy to recognize vacation times for my clients when they will be unavailable. Please let me know as early as possible when you plan to be on vacation. It is important

to realize that in this day of cell phone technology, you may want to keep your session during vacation. Counseling provides great benefits when a session is held during different circumstances. A session when you are on the beach and not dealing with the stress of work can reveal important feelings, memories, and goals. Likewise, if you are visiting your parents, siblings or friends, great insights and healings can occur during a session. This decision is up to you.

EMAILS: My hourly fee includes reading a few (2-3) emails between sessions about issues and reactions to the previous session or questions and insights that can't wait until the next session. Emails can help you articulate questions, issues and responses. don't hesitate to write them.

I am no longer able to respond to the emails beyond brief acknowledgments. If you request a considered email response, I charge \$25-100 depending on the time it takes me to respond. I usually put a great deal of thought into these responses so a few paragraphs can take as much as an hour of my time.

SHOULD I HAVE AN EMERGENCY: Recently I had to take my daughter to the emergency room. I did not have the time or the focus to contact my clients. When all was okay, I called my clients and rescheduled. If you are unable to reschedule, due to my emergency, I will credit you for the missed session.

If I am traveling and unable to make a scheduled session, I either reschedule or credit you for the session.

RELIGIOUS HOLIDAYS: I will reschedule within five days of the original session in respect for any religious holidays.

SESSION AGENDAS: Many clients come to a session with an agenda or issues or questions regarding their biography or present life. This is great and often very successful. I appreciate you sharing your agenda at the beginning of the session.

Other clients come to the session without pressing issues. These can be amazingly fruitful sessions. If you say to yourself, "I don't know why I am having this session with Lynn as I have nothing to talk about." you may find what "comes up" in the session to be quite profound and illuminating.

"Fun" sessions: Our work is intense. Sometimes it can be very valuable to have a session where you just talk with me as if I was a close friend and you were sharing about a movie you saw, the new shoes you just bought, a new recipe, whatever. I am always paying attention and observing patterns and subtle attitudes and perspectives. Because you are sharing in a more relaxed way, I have a chance to see you in a different light. It is never a wasted or frivolous session. I love these — it is like the insight or healing comes through a back door.

Occasionally, a powerful breakthrough will occur early in a session. These breakthroughs deserve a silence to digest and integrate. When these occur, we may want to end the session early or finish the session with light conversation. I will suggest this or you may suggest it.

ENDING OUR RELATIONSHIP: When either of us feels that it is time to bring closure to our relationship, it is ideal to discuss the closure within a session or two. Please do not simply disappear. Conscious closure shows respect for the significance of the relationship.

Our relationship is sacred. It takes place in a rare context of trust, transparency and vulnerability. We both need to revere our commitment to your development, achievement and healing.

I am committed to you and your life process.

Please send me an email stating you have read this agreement and agree to its terms.