

Parent Coaching Agreement for Fees and Services

Brian Burns, LMFT
Burns Family Consulting
683 Bielenberg Dr. #105
Woodbury, MN 55128
651-505-3418 - burnstherapy@gmail.com

Description

Parent Coaching is intended to help divorcing, divorced, or separating parents to be effective in their parenting relationship, including communication, making decisions together, and cooperating together for the benefit of their children, and to improve the quality of all family relationships. Changing an adult relationship from a marriage to co-parenting brings many challenges, and often results in increased stress and emotional pain for all involved. At worst, this change puts children in the middle of parent conflict and disagreement, which causes great emotional harm. The Parent Coach (PC) is responsible to act in the best interests of the children and family as a whole. The PC is a licensed mental health professional with training in family systems, child development, alternative dispute resolution, mediation and interest-based negotiation. The parents agree that by signing this agreement they have reviewed the agreement, and any relevant Court Orders, and agree to the PC's scope, duties, responsibilities and process.

Parent's Responsibility

Parents are expected to do their best to:

- Put the best interests of the child/children involved at the forefront of their actions and decision-making, and to be open to feedback and coaching from the PC on the best interests of the child.
- Act in a courteous and respectful manner when communicating with each other and with the PC. There will be no threats or intimidation in this process.
- Communicate well by responding to electronic or phone messages, whether from each other or the PC, within 24 hours.
- Act quickly to resolve differences related to the children, and to promote a caring, loving and involved relationship between the children and both parents.
- Make every effort possible to cooperate, to look for ways to compromise, and to make decisions together when both parent's input is appropriate and/or required.
- Acknowledge that both parents have a right to parent independently and separately from each other, in a safe and healthy manner.
- Acknowledge that all children have a right to two healthy parents and to not be put "in the middle" of parent disagreement and conflict.

Parent Coach's Responsibility

The Parent Coach may engage in the following actions or duties:

- Gather initial information on a family's individual and relationship history by interviewing family members, reviewing documents provided, and consulting with other involved professionals.

- Identify the goals and concerns of each parent, and the patterns of conflict that exist between them, or between a parent and a child.
- Establish collaborative and/or individual goals with parents for the process, and timelines/deadlines to accomplish these goals.
- Teach/facilitate effective communication and conflict-resolution skills with each parent.
- Build supportive co-parenting and or/parenting skills with each parent.
- Hold face to face meeting with parents alone to provide feedback and coaching.
- Hold in-person meetings with parents together to encourage healthy communication and decision-making on relevant parenting topics.
- Meet with a child/children to understand their perspective on a parenting issue.
- Communicate by phone, email, or Skype/Facetime with family members to support the identified goals, answer question, provide feedback and coaching, etc.
- Communicate with therapists, teachers, attorneys, or other professionals deemed relevant to the process.
- Make recommendations for agreements between parents, as requested by both parents.
- Prepare and submit reports, as requested by both parents.
- Any other activity that is agreed on by both parents and the PC.

Confidentiality

The Parent Coach is also a Licensed Mental Health Professional and thus obligated to perform his role in compliance with federal, state, and professional board laws, regulations, and standards. To that end, the following rules of confidentiality must be observed:

- The PC will not share any information about any family member involved, including confirming or denying knowledge of or meeting a family member, with any 3rd party without written permission to do so by both clients.
- Clients agree to sign confidentiality waivers that allow communication between professionals involved with the case, including Attorneys, Parent Consultants, GALs and psychotherapists as needed. Open communication promotes honesty and flexibility, and often leads to a more favorable outcome for all.
- Should the Parent Coach assist clients in developing or amending their *Parenting Plan*, that document will belong to the clients and will not be considered confidential material.

Mandated Reporting and Other Limits of Confidentiality

Mental Health Professionals are mandated reporters of suspected abuse of children and vulnerable adults, regardless of the role in which services are being provided. MHPs may have a duty to warn someone against whom a client has made a credible threat of harm. If subpoenaed in a criminal matter, MHPs may be required to provide material from their files.

Limitations and Withdrawal from the Process

While Parent Coaching offers an effective means to create cooperative solutions and to create a more effective co-parenting relationship, it cannot eliminate past disharmony and irreconcilable differences, and there is no guarantee of success. A Coach or Client is free to withdraw from the process at any time. Should the Parent Coach decide to withdraw, he will provide written notice of the withdrawal to the client and provide suitable referrals to other professionals as appropriate.

Fee Agreement

The Parent Coach's fee is **\$150 per hour** and is billed for all work pertaining to the case, including travel time. Parents agree to pay for the PC services at the time of service, or promptly upon receiving an invoice. Invoices are sent monthly, by email. Unless otherwise specified, fees will be shared equally between parents. Meetings and communication with one parent alone will be billed only to that parent. Charges not paid within 30 days of the billing statement are considered delinquent. The Parenting Coach reserves the right to suspend services until the unpaid balance has been paid.

The Parent Coach reserves the right to increase the hourly billable rate by providing both parties with a minimum of 30 days' written notice. The hourly billable rate will be increased no more than one time in any 12-month period.

The Parent Coach reserves the right to suspend all services, including the provision of any written documentation, until payment of any unpaid balance is made. In that event, the Parent Coach may place the matter on inactive status until appropriate payment has been made.

Court Appearance and Fees

In the event the Parent Coach is required to appear at a deposition, trial, or court hearing, the parent requesting the appearance shall be responsible for the following:

1. Hourly Rate/Deposit. The Parent Coach's fee is \$300.00 per hour for court-related appearances. A payment of \$3900.00 in advance is required for the following:
 - a. One full day of court time (eight hours)
 - b. Four hours of preparation time
 - c. Travel time
2. Additional time. If the Parent Coach is required to appear for more than one day, an additional payment must be provided as follows:
 - a. \$1500.00 for half-day (including travel time)
 - b. \$2700.00 for full day (including travel time)
3. Subpoena. A subpoena must be received by the Parent Coach no later than three full business days prior to the court date, along with the advance payment.
4. Cancellation/Refund. If the appearance is cancelled more than one full business day (more than 24 hours) of the court date, one-half of the payment will be forfeited. If the appearance is cancelled less than one full business (less than 24 hours), in advance, the entire amount of the deposit will be forfeited.

Cancellation Policy

Parents will be billed for one hour (\$150.00) for any appointment that is cancelled with less than 24 hours' notice. Parents will not be charged for cancellations with more than 24 hours' notice. Charges for late cancellations will be paid by the parent responsible for the missed/cancelled appointment.

ACCEPTANCE AND SIGNATURES

My signature below indicates I have received, read, and understand the information in this agreement, and that I agree to retain **Brian Burns** as Parent Coach under the conditions described in this agreement.

_____	_____
Parent	Date

Printed name	
_____	_____
Parents	Date

Printed name	
_____	_____
Parenting Coach	Date

Please Provide your e-mail address. By providing an e-mail address you are allowing your co-parent counselor to communicate with you via electronic mail and you are acknowledging that electronic communications are not secure.

_____@_____

_____@_____

_____@_____