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PROGRAM REGISTRATION KIT

THE FOLLOWING CONTRACT APPLIES TO ALL COACHING COURSES and PROGRAMS. **IT IS BEST TO FULLY REVIEW THE CONTRACT AND THEN COMPLETE IT BEFORE WORK BEGINS ON YOUR PROJECT.**

THE MATERIALS INCLUDED IN THIS KIT ARE DESIGNED TO SERVE BOTH THE INTERESTS OF THE MANN CONSULTING GROUP AS WELL AS OUR CLIENTS. **A COMPLETE CONTRACT WILL DEFINE OUR RELATIONSHIP SO WE CAN MOVE FORWARD WITH CLARITY AND SUCCESS. ANY ADJUSTMENTS OR QUESTIONS YOU HAVE SHOULD BE ADDRESSED PRIOR TO STARTING.**

COACHING PROGRAM CONTRACT

The following contract is an agreement between Ronald L. Mann, PH.D.(RLM), the Mann Consulting Group (MCG) and

Name: _____ Age: _____ Date: _____

Address: _____

City, State, Zip Code _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

email: _____

If Client is a child under the age of 18, please provide:

Parents Name: _____

Phone _____

email: _____

I authorize Ronald L Mann, Ph.D. to provide coaching services to my child _____

Parent's Signature _____

Payment:

Credit Card #: _____

Name on Card: _____

Expiration Date: _____

Security Code: _____

PROGRAM GROUND RULES

FINANCIAL RESPONSIBILITY

Payment is due at the conclusion of each sessions. If you miss a session you will be charged, unless you give a twenty four hour notice in advance, or circumstances involve an unexpected, legitimate crisis situation or major business opportunity.

Advanced payment may be arranged for an extended program which allows for reduced costs. Once payment is made, you have ten days to reconsider and request a full refund for the amount paid. If paid by credit card, the service charge from the processing company will be deducted from the amount refunded.

INDIVIDUAL COACHING MATERIAL IS YOUR RESPONSIBILITY.

Your individual coaching session will be more productive when you have a clear idea regarding what you want to accomplish. It is your task to be clear and articulate what you want to accomplish.

PROCESS GUIDELINES.

Keep an open line of communication with you Dr. Mann. Do not let confusion, misunderstanding, or hurt feelings get in the way of your progress. It is your responsibility to bring your thoughts and feelings into the coaching relationship. Working through difficult issues holds the potential for great learning.

PROGRAM DISCLAIMER

Although the Mann Consulting Group Programs are designed for personal development, MCG and any of its management, staff or coaches do not provide psychotherapy, legal or medical advice in any way whatsoever. Any information on personal development, health and wellness are educational and are not offered as professional medical advice. If any coach also happens to be a licensed professional, you may contract with him or her, independently of MCG. We do not endorse, nor are we responsible for their professional recommendations.

I understand the difference between "coaching," and "psychotherapy." I understand that I am entering and requesting a "coaching" relationship and I am not requesting help with any psychological, mental/emotional condition that warrants a psychiatric diagnosis under the DSM IV Code. In addition, I am not requesting that my medical insurance company participate in the payment of such "coaching" services since I understand the nature of the coaching work is outside the scope of my coverage.

PROGRAM LIABILITY RELEASE

I (the client) hereby release Ronald L. Mann, Ph.D. (RLM) and the Mann Consulting Group (MCG) and any of its agents, coaches or employees from the following liabilities:

1. I release RLM & MCG from any misinterpretation of communications, instructions or directions. I warrant that I am fully competent to understand these communications and fully acknowledge my responsibility for any misinterpretations that may occur.
2. I release RLM & MCG from any corporate or personal liability for the financial or legal impact of my or any of my employee's or representative's actions with or against the interests, person or property of others and am responsible for obtaining my own professional legal advice required prior to taking any such actions that involve potential legal or financial risk.
3. I release RLM & MCG from any liability for physical or psychological impact that may result during my or my company's engagement with the program. I acknowledge that any medical or psychological events that occur during such participation are my responsibility alone and not something that could be caused in any way by my participation in this program.
4. I release any claim to program materials or data generated during the coaching sessions or resulting from them. I acknowledge that any materials generated by RLM & MCG are theirs and I have no right to limit their further use of such ideas or materials.
5. I release any right to ask that RLM & MCG withhold any information about my program or results as long as I am not directly implicated or associated with those results, by name or implication.
6. I release the right to RLM & MCG to use any and all information that may be necessary to their making referrals of myself to other companies or individuals for the purpose of forwarding my project, unless I specifically request what information should be withheld.
7. I release RLM & MCG from any liability for any physical, psychological, financial or other impact to myself or others that results from any referral made by them for the purpose of forwarding my project.
8. I release MCG from any claim by me against them for any failure on my part to produce the results of my coaching program.
9. That this is a full and final release of any and all claims arising out of said sessions with Dr. Ron Mann and/or the Mann Consulting Group and expressly includes, but is not limited to, all unknown and unanticipated physical or psychological impact or injuries, loss of services and consortium and damages resulting from said sessions with Dr. Ron Mann, as well as those now disclosed.

CONFIDENTIALITY

I will only release information about our work to others with your written permission or in response

to a court order. There are some situations in which I am legally obligated to breach confidentiality in order to protect you or others from harm. If I have information that indicates that a child or elderly or disabled person is being abused, I must report that to the appropriate state agency. If a client is an imminent risk to him/herself or makes threats of imminent violence against another, I am required to take protective actions. These situations are quite rare in coaching practices. If such a situation occurs in our relationship, I will make every effort to discuss it with you before taking any action.

As you are no doubt aware, it is impossible to protect the confidentiality of information that is transmitted electronically. This is particularly true of e-mail and information stored on computers that are connected to the internet, which do not utilize encryption and other forms of security protection. Some sessions are conducted in a group format. By signing this agreement, you commit yourself to maintaining the confidentiality of all information communicated to you by other coaching clients and by your coach. We both understand that progress is often enhanced when clients are allowed to discuss their coaching relationship with trusted colleagues and friends. You can have these discussions, but you must in no way share information that leads to the identification of others in the group. If you are ever in doubt regarding what to reveal and what not to reveal, err on the side of protecting the privacy of others, a vital and nonnegotiable element of such group interaction.

I have full read and understand that by signing this Program Contract, Program Gound Rules, and Liability Release, I promise to comply with these stipulations.

Accepted By: _____
Client

Date: _____

Accepted By: _____
MCG Representative

Date: _____