

# Kathy Murphy Ph.D.

## *Consider the Possibilities for your Life...*

*Welcome to my practice.*

In this introductory package, you will find information about the work that I do, what you can expect from me as a life coach, and a little about the *Consider the Possibilities* life design model.

My work is designed to help you rediscover who you really are, what you really want, and how to live a life based on that vital, powerful information. Through dialogue and exercises, you will be challenged to ask and answer the powerful questions of your life.

Questions such as:

1. Who are you? Really?
2. What do you really want?
3. Are you a possibility thinker?
4. What's your dream/vision?
5. What are your beliefs about yourself, your dream, and your possibilities?
6. What energizes you or deenergizes you?
7. What's your plan?
8. What do you need?
9. What's your next step?
10. How will you be held accountable?

**Next** 

## What is Coaching?

Coaching works when you are ready to grow.

Coaching works when there is a gap between where you are now and where you want to be.

Coaching helps you move from desire to action by setting goals that are in alignment with your deepest self and your highest values.

## A Great Coach

Is someone who challenges you to be honest and to be the best you can be.

Is someone who engages you in deep and provocative conversations.

Is someone who is totally curious about your dreams and aspirations, what makes you tick, what you value, what you are most passionate about in your life - a person who will help you clarify your goals and provide the tools that lead to the results you want.

Is someone who listens to you without judging, allowing emotion, and accepting without analyzing.

Is someone who listens, not only to your words but to the spaces between your words. Someone who will help you hear your wisdom and can hear in you what you can't hear in yourself.

Is someone who will help you be accountable and keep moving forward toward dreams and goals.

Helps you as you journey through your life.

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## CLIENT INFORMATION

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

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

Phone: (Hm) \_\_\_\_\_ (Wk) \_\_\_\_\_ (Cell) \_\_\_\_\_

How can I reach you? \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Others living at home: \_\_\_\_\_

Contact in case of an emergency: \_\_\_\_\_

Employer: \_\_\_\_\_

Position: \_\_\_\_\_

How long have you worked at this job? \_\_\_\_\_

Do you like it? Why or Why not? \_\_\_\_\_

\_\_\_\_\_

Highest level of education attained: \_\_\_\_\_

Specialty training: \_\_\_\_\_

List any significant Health Problems: \_\_\_\_\_

\_\_\_\_\_

List any medications you are presently taking and the dosage: \_\_\_\_\_

\_\_\_\_\_

Are you now, or have you ever been in therapy? Yes No

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## CLIENT INFORMATION

If yes, when? \_\_\_\_\_

Brief description of issues worked on: \_\_\_\_\_

\_\_\_\_\_

Have you had coaching/counseling before? Yes      No

If yes, when? \_\_\_\_\_

Brief description of issues worked on: \_\_\_\_\_

\_\_\_\_\_

Briefly state what you hope to accomplish in your personalized program: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Referred by \_\_\_\_\_



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### **LIFE COACHING AGREEMENT**

This document contains important information about my services and business practices. Please read it carefully and note any questions you may have so that we can discuss them at our next meeting. When you download, print, sign, and return this document, it will represent an agreement between us.

1. As a client, I understand and agree that I am fully responsible for my well-being during coaching, including my choices and decisions. I am aware that I can choose to discontinue coaching at any time. I recognize that coaching is not psychotherapy and that referrals will be given if wanted.
2. I understand that life coaching is a relationship I have with my coach that is designed to facilitate the creation/development of personal or professional goals and to develop and carry out a strategy/plan for achieving these goals.
3. I understand that life coaching is a comprehensive process that may involve all areas of my life, including work, finances, relationships, health and spirituality. I acknowledge that deciding how to handle these issues and implement my choices is exclusively my responsibility.
4. I understand that life coaching does not treat mental disorders. I understand that life coaching is not a substitute mental health counseling or substance abuse treatment.
5. I promise that if I am currently in therapy or under the care of a mental health professional, that I have consulted with this person regarding working with a life coach and that this person is aware of my decision to proceed with the life coaching relationship.
6. I understand that information will be held as confidential unless stated otherwise, in writing, except as required by law.
7. I understand that life coaching is not to be used in lieu of professional advice. I will seek professional guidance for legal, medical, financial, business, spiritual or other matters. I understand that all decisions these areas are exclusively mine and I acknowledge that my decisions and my actions regarding them are my responsibility.

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**LIFE COACHING AGREEMENT**

8. Fees have been discussed and agreed upon. \_\_\_\_\_.  
Payment will be made prior to beginning each session.  
Sessions missed, without prior notice, will be charged.
9. I agree to participate in electronic communication with full awareness of the confidentiality vulnerabilities.

Your feelings about this work is very important. I encourage you to discuss any questions, confusion, or frustrations you experience so that they do not become obstacles to your growth.

You are the best authority on whether the work is helpful. You should evaluate and discuss with me your opinions about of whether or not you are comfortable and/or satisfied with the work we are doing. You can terminate the work at any point you choose.

In general, the privacy of all communication between a client and a counselor is protected by law and I can only release information about our work to others with your written permission. However, there are a few exceptions.

**CONFIDENTIALITY STATEMENT:**

All information shared in session is confidential except in circumstances governed by the laws including the mandatory reporting of alleged harm to self or others, and in the case of child, handicapped person, or elder abuse. All coaches and therapists are required by law to report such confidences to the proper authorities.

I cannot guarantee confidentiality when you and I are communicating via cell phone, cordless phone, fax, email or computer. These devices could compromise confidentiality. By understanding the inherent risks of these devices, you can make an informed choice about when/where/how to use these tools.

**STATEMENT OF UNDERSTANDING:**

Kathy has reviewed this client-coach agreement with me, and explained it to me so that I understand.

Client's signature \_\_\_\_\_ Date \_\_\_\_\_