



Aytz Chaim
Life Coaching

Thank you for considering ACLC for your coaching needs!

Please fill out this packet in its entirety. Once complete, please either scan and email, send on Facebook Messenger, or fax this packet to us.

If you would prefer to submit it via mail or in person, please contact us for our mailing address or to schedule a meeting.

Aytz Chaim Life Coaching

<https://aytzchaim.com>

aytzchaimlifecoaching@gmail.com

Facebook Messenger: @aytzchaim

(503) 495-3413 • Voicemail

(267) 352-1979 • Fax Line



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Application for Coaching Services

Today's Date: _____

Client Information

Full Name: _____ Date of Birth: _____

If minor, Parent/Guardian must complete and submit a [Minor Care Authorization Form](#).

Physical Address: _____

E-mail Address: _____

Best Phone Number: _____ Best Time to Call: AM | PM (Circle One)

Highest Level of Education: _____

Occupation: _____ How Long: _____

Marital Status: Single ____ Engaged ____ Married ____ (How Long: _____)

Number of Times Married: _____ Separated: _____ (How Long: _____)

Spouse's Name: _____ Date of Birth: _____

Highest Level of Education: _____

Occupation: _____ How Long: _____

List Name, Birthdate, Sex, Relationship to Children, and if they live at home with you:

_____	_____
_____	_____
_____	_____



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Emergency Contact Information

Full Name: _____ Relationship: _____

Mailing Address: _____

Best Phone Number: _____ Best Time to Call: AM | PM (Circle One)

Permission to Release Relevant Emergency Information: _____ (Initial Here)

Intake Evaluation

Why are you interested in engaging in life coaching? How can we best assist you?



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Intake Evaluation, Con't.

Are you currently experiencing any suicidal thoughts, feelings, or actions?

Y ____ N ____ If Yes, Explain: _____

Any current homicidal or assaultive thoughts or feelings, or anger-control problems?

Y ____ N ____ If Yes, Explain: _____

Any past problems, hospitalizations, or jailings for suicidal or assaultive behavior?

Y ____ N ____ If Yes, Explain: _____

Any current threats of significant loss or harm (illness, divorce, custody, job loss, etc.)?

Y ____ N ____ If Yes, Explain: _____

Is there anything else you wish to share with your designated coach? If so, please explain:

Aytz Chaim Life Coaching makes no promises on intent to coach. This provided information will help us determine if we can provide the best coaching option for you. Please note: life coaching is not counseling. The content we discuss is not covered under HIPAA and no guarantees are made regarding certification or satisfaction of service. Please see a licensed counselor if you need counseling services. We empower, not diagnose. If we do not feel we are an ideal fit for your needs, we will do our best to make a referral for you. While we aim to provide coaching in alignment with halacha, we do not enforce or dictate halacha. We cannot and will not posken for you. Please see your local orthodox rabbi if you need those services.



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Aytz Chaim Life Coaching Services Agreement

This agreement for life coaching services between ACLC and the client shall serve as an informed consent form and governance of all professional relations between ACLC and the client. ACLC services are grounded in Torah principles and are faith-based. As a result, we advise potential clients to consider this before initiating coaching services with ACLC.

Coaching Overview

We offer three (3) main coaching services. The method of coaching you receive will be predetermined and agreed upon between you and your assigned coach. We offer free consultations. We charge an hourly rate as listed on our booking page. If you need a reduced rate, please complete and submit the [Application for Financial Assistance](#).

LifePlan Coaching

This coaching method originated from training with Michael Hyatt, who has pioneered this method nationwide. It is designed to enable clients to develop a life plan using critical thinking and goal setting. The LifePlan template will be reviewed and fine-tuned to be an accountability tool. The LifePlan method requires significant work to get to a maintenance phase but is highly effective in actualizing and implementing goals.

Narrative-Driven Coaching

This coaching method is a unique creation designed to help the client visualize their life much like a character would in a story. The client will work through different components of world-building using time-tested writing guides intended for fiction narratives. This enables the client to view the situation from a higher perspective and help them find and implement their story in HiStory.

Solutions-Based Short-Term Coaching

This coaching method is for clients who know their story and have a plan but need a coach to help put it into motion. Each coaching challenge that the client presents receives three sessions, intended ninety minutes per session. The first session is to establish rapport and get a description of the challenge. The second session involves formulating a goal and working toward it. The final session clarifies the goal and implements an action plan to achieve the goal.



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Routine Maintenance Sessions

Clients are encouraged to schedule routine maintenance sessions during their implementation phase. Depending on a client's needs, initial maintenance sessions may vary from weekly to monthly but we encourage a higher frequency to help establish the habit.

Once a routine is normalized, frequency between sessions will typically vary from monthly to quarterly. At this stage, clients should have a foundational habit that requires minimal supervision and accountability. Coaches will be available if a client needs assistance and we offer a variety of sessions to meet these needs.

If we are unable to assist the client with reaching their intended trajectory within a reasonable time period, we will refer the client to another coach or counseling service, depending on the client's needs. Coaching requires a commitment from the client and we value the time of both our coaches and clients.

Both the Coach and Client may discontinue coaching at any time, but some clients may find it beneficial to arrange quarterly to biannual checkups for accountability.

Client Expectations

- Clients are expected to read all handouts and complete assignments prior to next session.
- Cancellations must be made at least twenty-four hours in advance. Repeated late cancellations may be assessed a cancellation fee.
- Client agrees to pay for services in full at the time of service. Repeated late payments may result in cancellation of the Financial Assistance Award.
- While ACLC provides handouts and copies of notes from the sessions, it is ultimately the responsibility of the client to take notes and keep their own record of sessions.
- Clients are expected to make good-faith efforts to progress through the phases. To keep on topic and to the point, different scenarios or goals may require their own services agreement. This is especially relevant in our Solutions-Based approach.
- Client agrees to maintenance checkups after completion of Phase Three.



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Confidentiality Agreement

While we do not provide counseling services, we understand that coaching can involve personal details. Your account and sessions with us is not subject to HIPAA privacy laws but we do hold to Shmiras HaLashon.

Your account information will be kept private with the exception of the following circumstances:

- You complete a Release of Information Request to share your records;
- A court issues a subpoena for records;
- You indicate potential immediate harm to yourself or others;
- You have accepted a referral to an agency for further treatment.

Contractual Agreement

I, the Client (or Legal Guardian), hereby agree and commit to all the components in this coaching services agreement. I waive all liability of Aytz Chaim Life Coaching and related individuals and/or agencies and take full responsibility for my care, progress, and actions.

Printed Name: _____

Signature: _____

Date Signed: _____