

Policies & Procedures

Services

Our service at Daniel Sweet NLP is a relationship where we help the client define and achieve their goals. Our approach is an outcome oriented and solution focused process based on clear and direct feedback. And our primary function is to help the client help themselves. Sometimes this requires a long term relationship with clients (six months minimum) in order to work together through complex action plans and realize multi-faceted results. The practitioner / facilitator will help the client define and set goals, seek resolve to issues holding them back, address negative emotions and limiting decisions / beliefs, hold them accountable to action plans and motivate them towards success.

Throughout the working relationship, we will engage in direct and personal conversations. The client can count on us to be honest and straightforward in asking questions and making requests. There might be tasks we assign for you to complete between sessions. In most cases we outline these tasks in a goal's action plan. We recommend that you complete them in order to stay on schedule with your action plan and timing of the realization of your goals. You cannot expect the same results from your participation when the tasks are not complete. We encourage you to participate fully in your sessions by completing the tasks between sessions, by being fully present at each session and above all being open and compliant to the entire process.

NLP, Coaching & PSYCH-K® Methods, Procedure, and Informed Consent

These are methods for change. They depend on muscle testing for system accuracy. Muscle testing is a form of feedback from your system and the balancing processes. We work together to find out what your system is telling us and work through methods to help you make your desired changes. We don't have the answers, your system does. Although we do have a method to help you find your answers and a process to help you change. Together we work toward your success.

As with any method, results vary and as such there are no guarantees. This system is not to be used in place of medical treatment. Daniel Sweet does not have medical a license. He is certified in Neuro Linguistic Programming, Success Coaching, and is a professional PSYCH-K® facilitator. Client and/or client's representative(s) agree to fully release and hold harmless Daniel Sweet from and against any and all claims or liability of whatsoever kind or nature arising out of or in connection with our session(s).

Sessions

Balance sessions can be done in person, over the phone, or online. You will be doing the same balance processes no matter if we are in person, phone or online. If we have an online session please download the appropriate software prior to our session time. If we have a phone session, we will call you on the phone number you registered for the appointment. Please make sure you are in a location with a good phone or internet connection and no distractions so you can focus on our session.

Client understands that we schedule sessions in advance, each session lasting approximately one hour. The session may be in person, via telephone, online or other as we mutually agree upon in advance. Cancellation of a session: From time to time, circumstances may require rescheduling a session by either party. As there are limits to our availability we therefore require advance notice of cancellation to reschedule. A client that cancels a session without a minimum of twenty-four hours notice is forfeits their appointment time. There is a \$75 cancellation / reschedule / missed appointment fee if we do not receive notification by phone, email or text at least 24 hours before the appointment on schedule. Any session where acceptable notification is provided will be rescheduled, as time permits.

Confidentiality

Your services are kept in the strictest professional confidentiality. However be aware that HIPAA law does not apply to a coach, practitioner, or facilitator. In accordance with other laws we will only have to suspend this confidentiality agreement in the following cases: 1) You report imminent suicidal or homicidal thoughts and/or actions. 2) You report a severe untreated medical condition that may result in immediate medical harm or death to yourself or another. 3) You report abuse or neglect of a child, dependent or older adult.

Informed Consent

I, the client, understand and certify that I am responsible for my own participation in sessions, and for my own health and well being. I am not engaging company's services as a substitute for the treatment of a licensed health care professional, medical doctor or attorney at law. If I have any questions with regard to my physical or mental ability to participate in services, I will consult my doctor or health professional prior to the start of sessions.

I assume for myself and my heirs, family members, executors, administrators and assigns, all risk of physical injury and emotional upset, which may occur during or after services and/or sessions. I agree to hold Daniel Sweet harmless from any and all liability arising out of my participation in his services rendered. In no event shall any party be liable for any indirect, special, exemplary, consequential, or incidental damages, of any nature under this Agreement whether the damages are alleged in tort, contract, or indemnity.

Pricing and Payment

Pricing is based on custom packages based on individual needs. Please schedule a free Clarity Call to discuss which program best meets your needs. There is a \$75 cancellation/reschedule/missed appointment fee if we are not notified at least 24 hours before the scheduled appointment. Said fee applies to all services and sessions with the exception of the free Clarity Call. All sales are final and there are no refunds.

Obligation of Parties

Each party is independent of the other and shall have no authority to obligate or bind the other party in any respect other than as specifically stated in this Agreement. Compliance with Laws: Each party shall comply with all federal, state, and local laws, licensing regulations, and rulings of governmental bodies having jurisdiction over its business. Nothing in this Agreement shall be construed to require either party to perform any act in violation of any laws, regulations, or rulings. Binding Agreement: This Agreement shall be binding on the parties. No party, without the prior written consent of the other parties, may assign or transfer this Agreement. Any attempt to do so in contravention of this section shall be void and of no force and effect.

Agreement

Signature(s) on this agreement indicate full understanding and acceptance of the agreement with the information outlined above.

Client Signature: _____

Print Name: _____

Date: _____