

Joy Reichard, M.A., CCHT
Transformational Coaching and Hypnotherapy
CLIENT BILL OF RIGHTS AND CONSENT FORM

Contact Information: My name is **Joy Reichard**, and I can be contacted by phone at **415-819-8769** or by email at Joy@JoyReichard.com. My website is www.joyreichard.com

Education and Training: I am trained as both a Clinical Hypnotherapist and an Alchemical Hypnotherapist and have been practicing Hypnotherapy since May 2003. I have a Masters in Women's Spirituality, am an Ordained Minister and have training in Spiritual Psychology. I am also a certified Reiki Master.

Notice: As the state of California has not adopted educational and training standards for the practice of hypnotherapy, this statement of credentials is for informational purposes only. Hypnosis is a self-regulating profession and the State of California does not license its practitioners. I am not a physician or a licensed health care provider and may not provide a medical diagnosis nor recommend discontinuance of medically prescribed treatments. If a client desires a diagnosis or any other type of treatment from a different practitioner, the client may seek such services at any time. In the event a client terminates my services, the client has a right to coordinate transfer of services to another practitioner. A client has a right to refuse hypnosis services at any time. A client has a right to be free of physical, verbal or sexual abuse. A client has a right to know the expected duration of treatment, and may assert any right without retaliation.

Redress: In the event you are not satisfied with my services I request that you speak to me promptly and personally about your concerns. I am confident we can arrive at a mutually agreeable solution to your concerns.

Fees: I offer 75 minute Hypnotherapy/Coaching sessions. The fees for your particular issue(s) or goal(s) will be discussed during your complementary 30-minute phone or in-office consultation. Fees are subject to periodic review and change.

Sessions: The number of visits may vary from three to ten or more depending upon the behavior modification desired, the number of issues to be addressed and your level of motivation for making changes in your life. Sessions are customized to address individual needs. CDs are provided for guided visualizations recorded during sessions.

Scheduling an Appointment. To schedule an appointment I will need:

Credit Card Number	Name on Card	Expiration Date
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Security Code	Zip Code	
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This information will be kept in a secured location and not used unless and until authorized. If you prefer, you can call the office and leave this information on my voice mail, or send a text message with the information.

48-hour Cancellation Policy. My time is my income and my hours are by appointment. Your time slot is reserved exclusively for you. Please arrive promptly to obtain your full session. A 48-hour cancellation notice is required. I require full payment if I am not notified at least 48 hours in advance. If you must reschedule due to an emergency, please notify me as soon as possible. If evening and weekend appointments need to be canceled due to an unexpected emergency a \$50 cancellation fee will be charged.

Remember the reason you came to see me is that something is seriously out of balance in your life. The work we do together is not a luxury. I take it very seriously and devote my focus, attention and skills on helping you to find more joy, clarity, peace and fulfillment in your life. Please keep your cancellations and requests to a minimum. It is disruptive for me and you, and diminishes the outcome we are trying to achieve.

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If you have concerns about our work together please talk with me directly. It is not uncommon for this work to create some inner disturbances, or to even cause your issues to get worse before they get better. This is not unusual. We can work through this together only when you alert me to your concerns. I am open to hearing your feedback and to resolving any concerns you may have.

Insurance: Some Flex Spending Accounts may reimburse for hypnotherapy

Confidentiality: The work we do together is confidential.

My Approach: It is my belief that individuals have the right to choose or practice alternative or complementary self-improvement services. Hypnotherapy is safe and non-invasive. The services I offer are a form of motivational coaching and education and spiritual guidance counseling combined with Hypnotherapy techniques. I do not represent any of my services as any form of health care, psychotherapy or counseling. Hypnotherapy is not meant to be a substitute for psychological or professional counseling. If you have an ongoing mental health problem, please consult a professional licensed in the state of California.

I use Hypnotherapy to motivate clients to eliminate negative or unwanted habits, to improve concentration and memory, to enhance learning, to improve self-confidence, to reduce or eliminate anxiety, fears and phobias, to reduce and manage stress, to focus on positive thoughts and desired outcomes and for other social and educational endeavors. Generally I assist people by using a variety of Hypnotherapy and relaxation techniques which include guided visualization containing positive suggestions and reinforcement as well as regression techniques for gaining insight from past experiences. Hypnotherapy has been proven to be effective in helping people cope with normal problems of everyday life and social interaction and is of a non-medical nature.

Despite research to the contrary, by law I may make no health benefit claims for my services. However, hypnosis does reduce stress, which is a beneficial adjunct for many medical and mental health disorders. Relaxation techniques can be learned which can reduce discomfort and improve certain health issues. It is my belief that thoughts and attitudes can influence how we feel and that Hypnotherapy can help you change habits, focus on the positive and visualize a state of wellness.

Guarantee and Refund Policy: No guarantees as to the effectiveness of Hypnotherapy for your particular issues are made or implied, as it is impossible to guarantee human behavior or compliance. Therefore, no refunds for services are given. A Hypnotherapist acts as your guide and facilitator and partners with you to help you achieve your goals.

Hypnotherapy is not a quick fix or magic pill. It is up to you to assume responsibility for providing the necessary information, be a willing and committed partner in the process and to allow yourself to be guided into a state of hypnosis. No one can make you do anything against your will. It is my sincere desire to help you achieve your goals, and I pledge my attention and expertise to the best of my ability to help you be successful. **There is a 15% cancellation fee on package or program discounts. No refunds after 15 days. Packages must be used within 3months for 3 sessions, 5 months for 5 session, 6 months for 6 sessions and 12 months for 12 sessions of purchase.**

By reading this Client Bill of Rights and Consent Form I fully understand the full scope of Joy Reichard's Transformation Coaching and Hypnotherapy practice and I give my full consent to receiving Transformational Coaching and Hypnotherapy by Joy Reichard. I understand that results vary and that the above named practitioner may not guarantee results. I acknowledge receipt of a copy of this statement for future reference

I, (print your name) _____, have read and received a copy of this Client Bill of Rights and Consent Form and understand what I have read.

Client Signature: _____ Date _____