

**Ronald A. Alexander, Ph.D.**  
**Executive and Leadership Coaching**  
**1551 Ocean Avenue, Suite 230**  
**Santa Monica, CA 90401**  
**(310) 395-2243**

[DrRon@RonaldAlexander.com](mailto:DrRon@RonaldAlexander.com)

[www.RonaldAlexander.com](http://www.RonaldAlexander.com)

## **COACHING POLICY**

My style of coaching utilizes assessments, asking the right questions, listening carefully to what you tell me, identifying your resources (experiences and qualities), helping you overcome blocks to success, helping you develop a high degree of self-care, helping you identify your personal standards, assisting you in clarifying your goals and imagining and articulating your vision. I use a step by –step strategy and I will help you to continually evaluate your progress.

Coaching is not psychotherapy and at times there can be crossing over in the process however for the most part we will attempt to keep our focus on the coaching side of the couch.

We will agree on a standard time for our in person,( skype ) or telephone consultations. Once that time is established it will be reserved for you. If you need to cancel an appointment, please provide me with at least 72-hour notice or you will be charged for the appointment.

My fees are \$\_\_\_\_\_ for 50-60 minute hour \$\_\_\_\_\_ for a package of 6-12 coaching appointments for a total set fee. However additional appointments can be scheduled such as 30, 60, 90 or 100 minute sessions.

The information you share with me will remain confidential unless you give specific permission to release the information or if I am required to release the information by law. These exceptions to confidentiality will be discussed with you.

Coaching usually leads to significant improvements and many changes in one's life. The pros and cons of coaching will be discussed together. It is imperative that as our process unfolds that both you and I communicate together so that changes and positive improvements and alterations to this work can be made thereby, insuring the best possible outcomes. Since this work is a process of Inquiry and Dialogue it becomes both of our responsibilities for the productivity and creativity of our sessions.

I believe that each of my clients is unique, creative, and responsible for moving their own life forward. I look forward to working with you and deeply supporting you in your process of change and transformation.

I have read and understand these policies.

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Client Name Printed

Date

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Ronald A. Alexander Ph.D.

Date