Noble Steps Healing: The Calmer Mom Project

Office Policies

Congratulations on taking this powerful step in choosing to nurture you, your body, and the life you would truly like to create! *Please read the following policies for our work together. If anything is unclear, ask me. By signing below, you have agreed to follow these terms.*

Communication & Scheduling

Call or text 206-938-7627 to reach me the most quickly. You may also use my HIPAA compliant email (Michelle@CalmerMom.Solutions), however I only check email once per day. Please don't use email for schedule changes with less than a week's notice.

Appointments, Payment, Cancellations & No-shows:

Fee: $1675 per month, charged as an automatic payment on the 1st of each month. If you begin sessions with me part way through the month, your first payment will be pro-rated based on the date of your first session, payable at the time of scheduling.

Fees are subject to change with 60 days advance notice.

Schedule: Weekly session (approximately 90 minutes in-person or via Zoom) with one week off each month – usually the last full week of the month. We will always confirm the schedule for the upcoming month at our last session of each month.

This consistent schedule supports dynamic change for you, the client. It also supports my professional practice as an honoring of me, so I can show up at every session, 100% present and honoring of you and your commitment to change.

Payment: Payment for each month is due on the first of each month, and will be automatically charged to your credit card on file. I don't offer discounts or sliding fee appointments, again as an honoring of the work, as an invitation for you to commit fully to your value and well-being, and as part of my commitment to fully contribute to my own well-being, my family, and *Noble Steps Healing: The Calmer Mom Project.*

Because sessions include a unique blend of bodywork, energy transformation and verbal coaching, this work does not fit with billing medical insurances.

Cancellations and Missed Appointments: Monthly fees are the same regardless of the number of sessions each month. Usually there will be three sessions per month, with some months including four.

If you are unable to come to your appointment, please call/text me at 206-938-7627 as soon as you know you will be unable to attend.

- If you give less than 24 hours' notice, you will be unable to reschedule the appointment and will be charged the full fee.
- If you give more than 24 hours' notice, I will make every effort to reschedule you to a Zoom session within 2 weeks of the missed appointment. Please note, even if we are unable to find a rescheduled time you are still responsible for the full monthly fee.
- *At this time I do not have an appointment reminder system in place, so please set your own reminder.*

Travel and Vacation Time: If you have planned travel time, we can change your in-person session to a Zoom session. Zoom sessions are generally 90 minutes, and Access Bars® and bodywork are replaced by a Symphony of Possibilities® session.

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If I have to cancel an appointment, we will reschedule within a month of the cancellation. The make-up appointment may be via Zoom to allow the best flexibility in scheduling. I will always give as much notice as possible any time I will be gone.

Privacy & Information Protection:

I respect your right to privacy and the security of your personal information. I keep your client records in a secure location and avoid keeping more information than is necessary for basic business functions and offering quality, effective care. For this reason, some of your treatment notes may only include a date of service, type of service, and payment information.

You have certain legal rights in regards to your personal information. For an overview of those rights, please see the attached HIPAA Privacy Policy. If you'd like to take home a copy I can provide you with one.

Scope of Care:

As with any type of treatment, the results vary for each individual. The techniques utilized in sessions are very gentle and unlikely to cause injury or harm. If you have concerns, please talk with me and consult your doctor or mental health professional.

Your sessions with me are not a substitute for medical or mental health care. I am in no way claiming to "cure" any disease, physical or mental ailment. I am licensed by the Washington State Department of Health as a Massage Therapist (License # MA00010971), am certified as a Bars Facilitator and Certified Fucking Miracle Worker by Access Consciousness® to offer verbal coaching/facilitation, hands-on energy clearing, Symphony of Possibility® sessions, and I have a Credential of Ministry through the Universal Life Church to offer transformative tools that include the body and being.

It is not within my training or scope of license to diagnose, give prognosis or prescribe.

This is Your Session!

It's about you – not my agenda or any point of view I might have about what you could do, be, or choose. I have a great deal of expertise at changing energy, changing bodies, and supporting people in knowing that *they* know. What would you like to receive?

I'm not the source of your healing or change. You are! And I've got your back. Thank you for choosing to work and play with me.

All of Life Comes to You with Ease, Joy, & Glory!®

Michelle

Michelle Anderson Noble, LMT, BF, CFMW
WA Lic# MA00010971

Please sign and date this agreement and make a copy for your records.

I have read, understand, and consent to the above policies and information.

Printed Name: _____

Signature: _____ *Date:* _____