

Parent Coordinator Agreement

1. The role of parenting coordinator is to minimize the conflict the child(ren) is/are exposed because of unresolved differences and continuing hostilities between the parties. You have enlisted my services voluntarily or may have had such services stipulated by the court. The role of the parent coordinator is active and specifically focused on helping parents work together for what is **in the best interest of your child(ren)**. **The parent coordinator is neutral and impartial and thus is not an ally of either parent.**
2. It is not appropriate or warranted to have counsel present. The parent coordinator will share any and all information as requested by counsel or either party.
3. Whether appointments will be held jointly or individually will be at the discretion of the parent coordinator. Whether a situation requires an appointment or can be handled over the telephone/email will also be at the discretion of the parent coordinator. **Under no circumstance should anyone attend the session other than the parents unless otherwise stipulated by the parent coordinator.**
4. Payment is required prior to the session. You may pay in cash, check, or credit card. Face-to-face appointments will be charged at \$150.00 per hour. Telephone calls or emails will be charged at the rate of ten minute increments (\$25.00). In addition, all the time involved in the review and/or preparation of reports, communication with other professionals, collateral appointments, travel time, correspondence will be charged at the same rate. **Appointments not canceled within 24 hours will result in a charge to the client for the time reserved.**
5. Court time will be charged for, including travel to and from court, at the rate of \$200.00 per hour. **Please be advised that the aim of parent coordination is to resolve matters without going to court.**
6. Conflict resolution with the parent coordinator is not a crisis service. Regular appointments will be scheduled and held during my normal business hours. The parent coordinator recognizes that a crisis situation might occur between our regularly scheduled appointments. A crisis is any situation that either of you feels endangers you child(ren) emotionally or physically. The parent coordinator will be available if possible for such emergency situations during normal business hours.
7. Parent Coordination is not an adversarial process but rather one of collaboration. To that end, each parent should feel as though they are "in the know" to all information and transactions pertinent to the child(ren). Information shared, discussed, or reported is not confidential. Copies of parent coordinators reports will be sent to both of you as well as each or your respective attorneys. Copies may be forwarded to the court at the parent coordinators discretion.

8. The parent coordinator may meet with both parents, the child(ren), and with stepparents or significant others as necessary on an as needed basis, either jointly or individually. The parent coordinator will determine whether appointments will be joint or separate, by telephone or in person.
9. In deciding what is in the best interest of the child(ren), the parent coordinator may need collateral information. This may include, but not limited to, school records, medical records, communication with care givers of the children, and other family members. In signing this agreement, you are agreeing to cooperate with the parent coordinator in signing consent forms if such need should arise. The parent coordinator will explain the purpose for asking for the release of information and will go over with the parents the rights of informed consent.
10. Significant financial matters will not be addressed as part of the parenting coordination.
11. The parent coordinator reserves the right to withdraw if effective conflict resolution is no longer occurring or the parties have reached an impasse. The parents, as well as their respective attorneys, will be given two weeks notice of the decision to withdraw.

Parent Signature

Date

Parent Signature

Date

Parent Coordinator Signature

Date