

## Professional Consultation Agreement

**This Professional Consultation Agreement (“Agreement”)** is entered into between **Piper Harris, M.A., APC (hereinafter “Consultant”)** and the undersigned **Client/Consulting Party (“Client”)** for the purpose of engaging professional consultation services.

### 1. Nature of Services

Consultant agrees to provide professional consultation services related to areas of expertise in mental health counseling, cognitive behavioral therapy (CBT), trauma, anxiety, grief, practice management, training, and related professional matters.

This consultation does not constitute clinical supervision, therapy, or treatment of any individual or group. The purpose of consultation is to provide education, feedback, professional insight, and guidance based on Consultant’s professional experience and expertise.

### 2. Fees and Payment Terms

- Consultation services are billed at a rate of \$175 per hour.
- A minimum charge of \$175 applies to all consultations, which covers the first hour of service.
- An invoice will be sent via SimplePractice following scheduling or completion of the consultation, depending on the engagement type.
- Time exceeding the first hour is billed in 15-minute increments at a rate of \$43.75 per quarter hour.
- All fees are due at the time of scheduling unless otherwise agreed upon in writing.
- Fees are non-refundable once services have been rendered.
- Late payments (if invoiced) are subject to a 5% late fee for each 14-day period past due.

### 3. Custom Engagements and Bundled Services

From time to time, Consultant may agree to provide extended or project-based consultation (e.g., reviewing written materials, manuscripts, program content, or offering ongoing professional advisement). In such cases, Consultant may offer a bundled hourly rate package based on the anticipated scope of work. All bundle agreements will be provided in writing, outlining the estimated hours, deliverables, and payment terms. No project or review will begin until the agreed-upon retainer or bundle fee has been received in full.

### 4. Scheduling and Cancellation

- Appointments are scheduled by mutual agreement.
- Cancellations made less than 24 hours in advance will be subject to the full fee.
- Rescheduling requests must be made at least one business day in advance.

### 5. Confidentiality

All information discussed during consultation will be treated as confidential to the extent permitted by law. Consultant may discuss general concepts derived from consultation in de-identified form for educational or professional purposes.

**6. Limitation of Liability**

Consultant provides consultation services based on current best practices and professional judgment. However, the Consultant does not guarantee specific outcomes. The Client assumes full responsibility for implementing or acting on any recommendations made.

**7. No Clinical Relationship**

This Agreement does not establish a therapeutic, supervisory, or clinical relationship between the parties. Consultant is not responsible for the Client’s clinical work, decisions, or outcomes related to their own practice or organization.

**8. Termination**

Either party may terminate the consultation relationship at any time by written notice. Client remains responsible for payment of all services rendered prior to termination.

**9. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.

**10. Entire Agreement**

This document constitutes the entire Agreement between the parties and supersedes any prior oral or written understandings.

**Consultant**

**Client/Consulting Party**

**Name:** Piper Harris, M.A., APC

**Name:**

**Business:** Untangled Mind LLC

**Organization (if applicable):**

**Email:** piper@piperharris.net

**Email:**

**Signature:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_