



New Client Form

Please bring pages 1 and 2 to our first appointment, or return them before that time to the address above. The information you provide will help us use our time more effectively.

Client Name: _____ **DOB:** _____ **Date:** _____

Responsible Party (if different): _____ **Relationship:** _____

Client Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Tel: day: _____ **eve:** _____ **mobile:** _____

Email: _____

Referred by: _____ **Emergency contact:** _____

Check here if you do NOT want to receive practice announcements (1-2 per year): No thanks

What would you like out of working together? _____

What other kinds of practitioners have you seen in regards to this? _____

Are you now under the care of a physician, therapist, coach, or other health practitioner? Yes No

If yes, whom, and for what? _____

Please list any medications you are currently taking: _____

Please list any major accidents, injuries, traumatic events, illnesses, surgeries: _____

Any other conditions or history that I should be aware of: _____

Rolfing/myofascial bodywork clients: please check any that apply:

- | | |
|---|---------------------------|
| _____ Heart Condition | _____ Osteoporosis |
| _____ Infectious or Contagious Conditions | _____ Open Cuts or Sores |
| _____ Varicose Veins | _____ Phlebitis/ Clotting |
| _____ Numbness/Tingling: _____ | _____ Chronic Pain: _____ |

Fee Structure and Policies

- **Rolfing**[®] and hands-on bodywork sessions are approximately 60 min. long, and at my Lafayette office are \$110. Children's sessions range from 20-60 minutes (and are pro-rated at the hourly rate).
- **Coaching** or supervision consultations (including telephone consultations) are scheduled as either 30, 60, or 75 min. long, and are \$80-\$130/hour sliding scale.
- For 12 sessions scheduled in advance as a complete series, there is no fee for the 12th session.

These prices include a check/cash discount. I also accept Visa and Master Card, or you may pay online via PayPal.com (use <sessions@tilluchau.net> as the payee). Payments made by credit card or PayPal are \$5 more per session. Returned checks and repeatedly denied credit card payments are subject to a \$25 fee. Payment is due at each session (or in advance for telephone sessions), unless other arrangements have been made in advance. For telephone consultations, your normal long-distance charges may apply. For continuing education credit for professional supervision, an additional administrative fee may apply in some cases. Please note that session length is determined as much by a mutual sense of completion as by the clock, so may occasionally be slightly less or more than times listed.

Miscellaneous Policies

- Health and Auto Insurance will often cover the cost of Rolfing, Rolfing Movement, and Bodywork sessions, especially if you have a physician's referral. I do not bill insurance companies myself, but upon request can provide you with the necessary statements for you reimbursement request. Additional administrative fees may apply for additional documentation etc.
- As a part of my commitment to make my services available to a broad range of clients, I offer lower cost sliding-scale sessions, payment plans, or referrals for people in exceptional circumstances who could not otherwise afford to receive the work. These are arranged on a case-by-case and space-available basis; please ask in advance of your session if you are interested.
- Absences: my teaching, study, and retreat schedule means that I am occasionally out of town. I keep these absences to a minimum, and give as much advance notice as possible about anticipated travels. If desired, we can arrange for a referral practitioner to be available while I am away. For coaching and supervision clients, phone sessions are usually available when I am out of town. If you haven't received a schedule of my planned absences and would like one, please ask.
- For late arrivals or no-shows (including telephone sessions), I will wait at least 15 minutes before canceling our appointment. Cancellation policy applies; please check your time and zone carefully.
- Please do not wear scents, essential oils, perfume, aftershave, or cologne to in-person sessions.
- If you are ill, feverish, or have an infectious condition, please consult with me before coming to your in-person appointment.
- **As much advance notice as possible is appreciated for appointment changes or cancellations.** Please do not use email alone for changes or cancellations with less than 48 hours notice—please telephone as well. Except for unforeseeable emergencies, **full payment is due for changes or cancellations made with less than 48 hours notice.**

Are there any additional agreements you would like to make at this time? No Yes:

I have read and agree to the preceding and attached information, and understand my rights as a client.

Client (and/or parent) signature

Date

Colorado Department of Regulatory Agencies Disclosure Statement
in Accordance with Colorado State Law

1. Although not all modalities are relevant to every client or to all sessions, the modalities I employ may include hands-on body therapy modalities (e.g., Rolfing[®], cranial, etc.), professional and/or personal coaching, and/or body-centered psychotherapeutic modalities (e.g., Process Work, Gestalt, Hakomi, etc.). The Colorado Department of Regulatory Agencies regulates the practice of psychotherapy by licensed and unlicensed practitioners. Questions, concerns, or complaints should be directed to the State Grievance Board, 1560 Broadway, Ste. 1340, Denver CO 80202 (303) 894-7766.

2. My business address and telephone number are listed above; details about my professional credentials and education are attached.

3. Client Rights and Important Information:

- You are entitled to receive information from me about my methods of therapy and techniques used (attached), duration of therapy (if determinable), as well as policies and fee structure (attached).
- You have a legal right to seek a second opinion from another therapist, or to terminate at any time. As a part of your work with me, I may ask that you commit in advance to a defined number of sessions. This in no way changes your legal rights.
- You should know that in a professional relationship, sexual intimacy between therapist and client is never appropriate, and should be reported to the State Grievance Board.
- All information provided by and to you and will be held in strict confidence. You should know that there are certain circumstances under which I may be forced to divulge information without your consent (such as issuance of a subpoena by a court of law). Should these or other such circumstances arise in our work, I will identify and discuss them with you.

4. Policies: policies and fee structure are attached. The most current version is available at www.tilluchau.net or by request.

Newfield Network Ethical Guidelines (Coaching)

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Below are the ethical guidelines for practicing coaches as defined by the International Coach Federation. The Newfield Network, and the coaches we certify, are aligned with and follow these guidelines.

Coaching Relationship and Contract: At the beginning of any coaching relationship, the coach will articulate the terms of the Client/Coach relationship in a clear communication or agreement.

Client Protection: The Client's wellbeing is the central focus of a coaching relationship and thereby obligates the coach to maintain a high level of integrity and trust-worthiness throughout the contract.

Confidentiality: The Coach will make every effort to honor the Client's confidence, although the Coach cannot provide an "a priori" guarantee (meaning a coach can be subpoenaed under the law).

Conflicts of Interest: Any conflict of interest is to be discussed and resolved with the Client's best interest in mind. Whenever a conflict becomes apparent, the Coach is ethically obligated to identify it and attempt to resolve it. If, during the coaching relationship, the Coach cannot serve the Client objectively, respectfully, or without internal or external conflict, the Coach is ethically obligated to terminate the coaching agreement/contract.

Referrals and Terminations: Whenever internal or external conditions arise which seem "un-coachable" or unworkable, the Coach is ethically committed to reveal his or her observations and opinion to the Client. The Coach will suggest a viable solution(s) to the problem, making every effort to avoid injury to the dignity of the Client.

Credentials, Education, and Background

Professional certifications and credentials include:

- Esalen Institute: Certificate, Somatic Psychology, Education and Research Program; Certified Massage Practitioner CA#94311(D)
- Rolf Institute® of Structural Integration: Certified Rolwing® Movement Instructor; Certified Advanced Rolfer®; Certified Rolfer®; Approved Mentor
- Transpersonal Seminars: Certified Integrative Breathwork Facilitator
- National Massage and Bodywork Certification (NCBTMB) #462
- Vermont College of Norwich University: Bachelor of Arts, Somatic and Group Psychology
- Hakomi Institute: Certificate, Hakomi Integrative Somatics 2-Year Professional Training
- EMDR (Eye Movement Desensitization and Reprocessing): EMDRIA-approved Certification
- State of Colo. Dept. of Reg. Agencies: registered as a non-licensed psychotherapist (1999-2002)
- Process Work Center of Portland: Certificate for Intensive Course in Process Work; 2-Year Professional Certificate of Study in Process Work
- National Certification Board for Therapeutic Massage and Bodywork (NCBTMB): Approved Provider for Cat. A Continuing Education Credit #296360-00
- State of Colorado Dept. of Higher Education: Instructor Credential for Health Occupations.
- MentorCoach®: Executive Coaching Training
- Hay Group®: Accredited Assessor, Emotional Competence Inventory Assessment Instruments
- Conversant LLC: Credibility, Influence, and Impact Program, Mastery Level Certification.
- Conversant LLC: licensed Execution Catalyst training provider.
- Newfield Network: The Art and Practice of Ontological Coaching

Professional education also includes:

- Gestalt Practice at the Esalen Inst. (Chris and Dick Price), and Lawrence, KS (John Heider)
- Integrative Body Psychotherapy (IBP), Esalen Institute and IBP Boulder
- Training in other hands-on bodywork, movement, and awareness modalities, including Cranio-Sacral Therapy, Deep Tissue work, Jin Shin, Continuum, Sensory Awareness, Body-Mind Centering, Lomi Work, Aston Patterning, Feldenkrais, Visceral Manipulation, etc.
- Additional training, studies and professional experience in the areas of leadership development and coaching; organizational psychology; group facilitation; trauma resolution; conflict resolution; couples' and relationship work; issues of gender, race and marginalization; addictions and recovery; outdoor and adventure education; and work with early childhood, adolescence, and young adulthood. Influences on my work also include dance, movement, and theater studies; martial arts, meditation, parenting, and nature.

Past and present professional affiliations include:

- Advanced-Trainings.com Incorporated: Director/Principle.
- Rolf Institute of Structural Integration: Faculty, Coordinator, and former Chair, Foundations of Rolwing Structural Integration; Chair, Teacher Training Committee; member, Scholarship Committee, Curriculum Committee, and Continuing Education Committees.
- Esalen Institute: Visiting Teacher in Residence, workshop leader, and resident Rolfer.
- Colorado Outward Bound School: Instructor, Health Services Department.
- Naropa Institute: Adjunct Faculty, Somatic Psychology Department.
- AMTA (American Massage Therapy Association) member, Speaker's Bureau.
- Nyland Community Association: member, Board of Directors.
- The Forum for Community & Restorative Justice: member, Advisory Board.
- Costa Rica School of Massage Therapy: member, Advisory Board.

Methods and Techniques Used

The methods and techniques employed depend in great measure on your desires, goals, and needs. At our first session, we might review your history, discuss your expectations and desires, and use that information to collaborate and decide what type of work and which methods to employ. This discussion is ongoing, and methods often shift to accommodate changing goals and desires. When suggesting a technique or method, I may draw from one or a combination of the modalities listed here.

- People usually choose **coaching sessions** when they want a shift in their personal, professional, career, or relationship life. Others choose coaching for support and tools for dealing with the psychological or emotional aspects of health or physical symptoms; life or work change, and other transitions. Although it can be useful to come with a specific goal, topic, symptom, decision, or issue to work with, the most helpful attitude seems to be one of beginning an adventure that may reveal its value and wisdom in surprising ways.

Typically, a coaching session, whether in-person or on the telephone, begins by clarifying the direction, goals, and themes of the day's work, or discussion of any "homework" or milestones identified in previous sessions. This is often followed by discussion, interaction, strategizing and trouble-shooting, role-playing, visioning, facilitated awareness exercise, or other activities. Sessions typically close with discussion about how to integrate and use the session's material in everyday life, optional "homework" practices, or action milestones. Coaching sessions are often scheduled as a series, which we would arrange early in our work together.

- **Professional supervision** or mentoring sessions with body therapy professionals can involve specific client issues, or general skill and mastery development. For both single appointments and for a series of appointments, an individualized plan is established that might include time in practitioner, client, or observer roles. Options include observing select sessions with Til's clients, bringing one's own clients for individual or small group supervision, conjoint or four-handed work, video supervision, etc. Professional Continuing Education (CE) Credit is available through the NCBTMB, the Rolf Institute[®], AMTA, ABMP, many states, and other agencies. In some cases, an additional administrative fee may apply for CE credit.

- **Rolfing[®], Rolfing Movement, or myofascial bodywork** sessions directly address physical symptoms, injuries, pain, postural or performance concerns, or the somatic aspects of self-care and personal transformation. They are typically arranged as either single sessions or as a defined series of sessions (usually 3 to 12 weekly or biweekly appointments), depending on the goals and issues being addressed. Very occasionally, chronic or severe symptoms may require longer-term work, but more often clients will choose to do a series of sessions, followed by a break for integration and application. More info about Rolfing is at www.rolf.org.

What to wear for Rolfing: unlike massage, you will be getting up and moving around in a typical Rolfing session, so many clients wear gym shorts, undergarments, sports bras for women, etc. Please choose clothing that leaves the legs, back, and other areas available for work, but your comfort is the primary consideration.

Directions to Nyland Office

For in-person sessions, my office is located at the north (rear) door at 3501 Nyland Way, Lafayette CO 80026, in the Nyland Cohousing Community, near 75th and Baseline Rd. between Boulder and Lafayette. An online map is available by following the “Sessions” link at www.tilluchau.net.

To get to Nyland from **Boulder**, drive east on Baseline 1.4 miles past 75th St. Turn right (south) at Nyland Way. Allow about 20-25 min. from downtown Boulder.

From **Denver**, take US 36 towards Boulder. Get off at Broomfield-Lafayette exit. Go right (north) on US 287 about 6 miles. Turn left (west) on Baseline, drive 2.5 miles to Nyland Way, turn left (south). Allow about 30-45 min. from central Denver, plus traffic.

From **Loveland** or **Fort Collins**, take 1-25 south to the Lafayette exit (Baseline Rd). Drive west through the town of Lafayette. Look at your odometer at the intersection of US 287; keep going 2.5 more miles on Baseline to Nyland Way, turn left (south). Allow about 45 min. from Fort Collins.

Bus information: we are located less than 5 min. from the Nyland stop on the 225 line, which runs from downtown Boulder to Lafayette. We are also a 15 min. walk on bike paths from the Washington Street stop on the Dash line. Bus info is at www.rtd-denver.com

Once at Nyland, park in any uncovered space. 3501 is near the south carports, across the small meadow from the main parking lot. **The office entrance is on the NORTH SIDE (back) of the building**, facing Nyland Way. Enter by following the footpath around the end of the wooden fence.

If you arrive early, we do not have a waiting room, but you may wait on the patio outside, or in the public Common House (the large building with red roof at the end of the cul-de-sac).

Otherwise, ring the doorbell, come on in, leave your shoes in the entryway, and make yourself at home in the office. I'll be with you shortly.

I look forward to working together!



Til Luchau

