

Letter of Agreement

Doulas accompany women in labor to help ensure a safe and satisfying birth experience. Your doula will draw on her knowledge and experience to provide emotional support, physical comfort and the information you need to make informed decisions as they arise in labor. Your doula can provide reassurance and perspective to you and your partner, make suggestions for labor progress, and help with relaxation, massage, positioning and other techniques for comfort. Your doula is independent and self-employed. Your doula works for you, not your caregiver or hospital.

Your doula prefers to meet with you and your partner at least once before labor to become acquainted, to explore and discuss your priorities and any fears or concerns, and to plan how you all might best work together. *This meeting does not obligate you to use our services* but, if you do select a doula from B*E*S*T Doula Service, you will need to meet with your doula again so that she may become familiar with your Birth Plan, including your preferences regarding pain management options and the use of pain medications. Your doula also want to know your own best ways of coping with pain and fatigue and how you and your partner foresee working together and with her.

Your doula will inform you of times when she is unavailable for labor support and will arrange one or more backup doulas. Backup doulas may or may not provide all of the additional services, such as photography or birth letter, but will provide standard doula services listed herein.

Please be aware that:

- ▶ Your doula does not perform clinical tasks, such as blood pressure, fetal heart checks, vaginal exams, or other medical procedure that fall under the legal definition of practicing medicine.
- ▶ Your doula does not provide information, dosages or advise concerning prescription or alternative medication, or medical advise pertaining to you or your baby.
- ▶ Your doula does not make decisions for you. Your doula will help you get the information necessary to make an informed decision. Your doula will also remind you if there is a departure from your Birth Plan.
- ▶ Your doula does not speak to the staff on your behalf. Your doula will discuss your concerns with you and suggest options, but you or your partner will speak on your behalf to the clinical staff.

WHEN YOU ARE IN LABOR

Your doula should be called when you think you are in labor or as soon as your bag of waters has released, even if you do not yet need her. Together you and your doula will decide if she should come right away or wait for further change. Your doula or her backup will usually be with you within two hours from the time you ask her to come (longer if you live more than 25 miles from the doula's home address and/or if the drive occurs during rush hours.) Your doula can answer questions and make suggestions by phone. You and your doula will also decide whether to meet at your home or the birth place. Except for extraordinary circumstances, your doula or her back-up will remain with you throughout labor and birth.

SCHEDULED CESAREAN DELIVERY

If you give birth by scheduled cesarean delivery (scheduled at least 2 weeks in advance of your EDD) B*E*S*T will refund, or you will not owe, up to \$400 of the full cost, depending on any discounts you have been given. This refund is not available if you have been given a discounted price that is \$400 or more below the full cost.

AFTER THE BIRTH

Your doula usually remains with you for about one hour after the birth, until you are comfortable and your family is ready for quiet time together. During that time, your doula will take photographs of your new family and help with initial breastfeeding.

Your doula is available for phone contact to answer questions about the birth of your baby and would like to get together with you within two to four weeks, at your convenience, to see how you are doing, to review the birth, to admire your baby, and to get feedback from you about her role.

SPECIAL CIRCUMSTANCES

Should the doula's presence be requested or required as a witness in any legal proceedings resulting from or related to the birth, the client agrees to pay any and all costs incurred by the doula including, but not limited to, loss of business, should the doula miss one or more births as a result of said legal proceedings.



FAILURE TO PROVIDE SERVICE

Your doula will make every effort to provide the services described herein. If she fails to attend your birth due to her error and is unable to provide a backup doula, there will be no charge for the services beyond the retainer fee (this has NEVER happened). If it is due to circumstances beyond anyone's control (for example, natural catastrophic events or an extremely rapid labor), we will split the agreed upon balance. If it is due to your failure to call me, I will keep, or you will owe me, the agreed upon full fee for service.

LONG OR SHORT LABOR

If your doula is with you, providing labor support, for less than six (6) hours, and you have paid the full fee of \$1,800, B*E*S*T will refund \$200 and give you a coupon for \$200 toward your next birth. If your doula is with you, providing continuous labor support, for longer than 18 hours, she may need to call in another doula in order to take a break for up to 4 hours. This is an extremely rare occurrence.

FEEES

The full fee for the service as described herein is \$ 1,800, to be paid as follows:

- \$ 950 non-refundable retainer fee -- due by the first prenatal visit. This may be sent prior to the first prenatal visit to ensure that your space is held. This fee covers the cost of the prenatal visit(s), handouts, your doula's on-call availability and possibly declining other potential clients to avoid overbooking.
- \$ 850 balance -- due at second visit or no later than two weeks before your due date. If the fee has not been paid in full two weeks before your due date, your doula is not obligated to be present at the birth.

DISCOUNTS (NOTE: IF ANY ADDITIONAL DISCOUNTS ARE REQUESTED, THE FOLLOWING DISCOUNT MUST FIRST APPLY) THE RETAINER FEE CANNOT BE DISCOUNTED — ALL DISCOUNTS ARE TAKEN FROM THE BALANCE.

- \$ (100) if full payment is made one month before your due date.
- \$ (100) if both visits take place at my office (or \$50 for each visit at my office).
- \$ (50) if a new doula can attend your birth with me (I mentor many new doulas) – you'll get 2 doulas for less than the price of one!
- \$ _____

I/we have read and understood this letter describing the doula's services and agree to its terms. I/we consent to the release of this and all other information pertaining to me to the person(s) designated as backup for my birth.

Date _____

Client (Print) _____ (signature) _____

Partner (Print) _____ (signature) _____

Doula (print) tracy hartley, CD(DONA) (Signature) _____

PAYMENT RECORD: \$ _____ # _____ Date: _____

\$ _____ # _____ Date: _____