****

Letter of Agreement

Delivered, LLC

\*\*NOTE: THIS IS A SAMPLE CONTRACT. THE FEE LISTED MAY BE DIFFERENT THEN DISCUSSED!!

**Doula’s Role**

Doula is a non-clinical provider who draws upon knowledge and experience to provide emotional support, physical comfort and communication with Client’s health care provider to ensure Client has the information needed to make informed decisions in labor. Doula provides reassurance and perspective to Client and client’s partner, makes suggestions for labor progress, and helps with relaxation, massage, positioning and other techniques for comfort.  Doula is independently self-employed. Doula is not affiliated with hospital, birth center or provider.  Doula does not perform clinical tasks, such as blood pressures, fetal assessments, vaginal exams, etc. Doula does not make decisions for Client or client’s partner. Doula will help get the information necessary to make an informed decision.

**SAMPLE CONTRACT**

**Pregnancy**

During pregnancy, Doula will meet with Client twice before labor (one free consultation before contract, either via phone, video chat or in person and one in person prenatal meeting after contract). The purpose of the visit is for Doula become familiar with Client’s plans for labor, birth and postpartum. Doula will discuss the best ways to get in touch with On-Call Doula, when to call during labor, and what to expect when Client arrives at the place of birth. Doula will also discuss Client’s own best ways of coping with intensity and fatigue and how Client and Client’s partner foresee working together. Doula will also review plans for postpartum and basic newborn care. After contract is signed, Doula is available by telephone or by email to answer any questions or concerns.

**SAMPLE CONTRACT**

**Labor**

When Client thinks labor has begun, it is Client’s job to contact the Doula on-call via the on-call number (571)310-6299. The Doula commits to answering this number. If Client does not call this number, the Doula cannot guarantee their attendance at the birth. If Client has a rapid labor, and does not call the Doula on the on-call number, or does not ask for a doula to join her, no refund will be provided. Once Client requests Doula to join her, it can take up to two hours for Doula to arrive. Client understands that *Delivered LLC's* Doulas operate on a partnership on-call schedule, meaning either Doula could be at Client's birth. Doulas will provide a qualified back-up doula if either of the Doulas are unable to attend client’s birth. Except for extraordinary circumstances, the Doula will remain with you throughout your labor and birth. During labor the Doula may transition to a new doula at Doula's discretion.

**SAMPLE CONTRACT**

**Postpartum**

After birth, Doula will remain with Client for one hour, unless Client is comfortable and ready for private family time together. Doula will also assist with breastfeeding, if necessary. After the birth Doula is available via text, phone or email to answer any questions. Doula will also provide one postpartum visit within one to three weeks following the birth to discuss postpartum recovery, to review the birth, to admire baby, and to get feedback about Doula's role.

**Fee**

Fee for these services as described is $1500.00. A $750.00 retainer fee is due when Client selects *Delivered, LLC* to hold Clients spot on *Delivered’s* calendar. The balance of $750.00 is due within four weeks of estimated due date (36 weeks), unless special arrangements are made in advance.

**SAMPLE CONTRACT**

$1500.00 includes unlimited phone, text, email support (before and during labor), one prenatal visit, in person support during labor and 1 postpartum visit. In the unlikely event that one of *Delivered LLC's* doulas are unable to attend your birth a backup will be provided at no extra expense to you. Fees will not be refunded for the use of a backup doula.

If the Client chooses to cancel services before 36 weeks, all but the retaining fee will be returned. After 36 weeks, there is no refund for cancellation. In the very unlikely event that Doula is unable to attend Clients’ birth due to personal error on Doula’s part, Client will be refunded in full all fees paid to *Delivered, LLC*.

**Cesarean Section**

Cesarean Section is not a surgery normally anticipated happening at the time of hire. In the event of a cesarean section, planned or unplanned, all fees remain the same. Doula will stay and offer as much support, as the medical staff will allow. It is up to Client to secure Doula a place in the operating room and Doula will help navigate this. If scheduled, Doula will meet you at the hospital at your scheduled time. Doula will accompany Client in the operating room if allowed by medical staff, and offer emotional support and breastfeeding support after the birth. If for some reason Doula is not allowed to be present in the operating room (emergency, policy, etc.), Doula will join Client after the birth in the recovery area or in the postpartum room to provide emotional and breastfeeding support after the birth.

**SAMPLE CONTRACT**

**Information Consent**

Client gives permission for Doula (and any back up Doulas), to take notes about Client, including personal information Client chooses to disclose to Doula, and information regarding the labor and birth of Client’s child. Client understand that it is important that Doula has accurate and complete medical history on current and all previous pregnancies and births; Client will provide that information to Doula, as well as any other information that could be relevant in protecting all parties from harm. This is important for Client’s protection as well as for the Doula’s. Client understands that this information may be used by Doula that cares for Client’s family (and any back up Doulas). Client also understand that this information may anonymously be used for data collection for statistical purposes, and that Doula may use this information to provide Client with a summary for own personal use.

**SAMPLE CONTRACT**

I understand and acknowledge this and hereby consent to such use of my personal and medical information by signing below. I/we have read this letter of agreement describing the doula’s services and agree it reflects the discussion we had with her.

**SAMPLE CONTRACT**

**I understand that $750 is due to secure my spot upon signing the contract. After the retainer of $750 has been paid the remaining balance of $750.00 is due at the onset of 36 weeks or can be paid in full at any date before.**