

# Letter of Agreement

Describing Services, Limits and Fees

## What is a Birth Doula?

As a birth doula, I accompany parents in labor to help ensure a safe and satisfying birth experience. I have received education for the doula role from Seattle Midwifery School (SMS), the Simkin Center for Allied Birth Vocations and Bastyr University, International Childbirth Education Association, Lamaze International, Great Starts Birth and Family Education, and advanced doula training seminars and workshops from 2000 - 2015. My professional certifications come from [DONA International](#) CD(DONA) and BDT(DONA), [PALS Doulas](#) (CD-PALS), [the International Childbirth Education Association](#) (ICCE) and [Lamaze International](#) (LCCE). I draw on my knowledge and experience to provide emotional support and physical comfort during your labor and birth using relaxation, comforting touch and counter-pressure, positioning, TENS stimulation, and other pain coping techniques. I am independent and self-employed. As your doula, I am working for you, not your caregiver or hospital.

## My Services

- Two prenatal meetings to discuss your preferences, needs, and concerns for support and comfort in labor.
- Personalized informational support: Explanation of medical terms, finding citations for evidence-based care, and researching community resources that fit your needs.
- Borrowing privileges from my book and video lending library
- Help preparing your birth preference plan
- Use of a TENS unit in labor
- Birth notes
- Postpartum wrap-up meeting

I follow DONA International's [Standards of Practice](#) and [Code of Ethics](#) for birth doulas.

## Availability and On-Call Period

I am on-call for your labor and birth from two weeks before your due date until your baby is born. **Exception:** As an active childbirth instructor for [Parent Trust for Washington Children](#), I am unavailable on Tuesday evenings from 6:00pm – 9:30pm.

## Late pregnancy

Once you reach 38 weeks, I prefer you keep close contact with me. I can make suggestions for increasing your physical comfort during this time, help you negotiate birth preferences with your health care provider and let you know what physical and emotional signs to look for when labor is near.

## When you are in labor

I prefer that you call me when you think you are in labor, even if you do not yet need me. I can answer questions and make suggestions over the phone. We will decide if I should come right then or wait for further change. I usually need approximately one hour to get to you from the time you ask me to come. We will also decide where to meet: at your home, the hospital or the birth center. Except for extraordinary circumstances, I will remain with you throughout labor and birth.

## After the birth:

I usually remain with you for one or two hours after birth, until you are comfortable and your family is ready for quiet time together. I can also help with initial breastfeeding, if necessary.

Two days after your baby's birth, I'll phone you to check in, answer questions and provide referrals if necessary. Within three weeks, we'll have a postpartum wrap-up meeting to discuss your birth experience, and answer questions, and make sure you're settling into confident parenting.

**Limitations of Practice:**

*As a doula, I do not:*

- Perform clinical tasks, such as blood pressure, fetal heart checks, vaginal exams, and others. I am there to provide only physical comfort, emotional support and self-advocacy support.
- Make decisions for you. I will help you get the information necessary to make informed decisions. I will also remind you if there is a departure from your birth plan.
- Speak to medical staff regarding matters where decisions are being made. I will discuss your concerns with you and suggest options, but you or your partner will speak on your behalf to medical staff.

**Fees:**

My fee is \$1600. A non-refundable retaining fee of \$800 is due when you hire me and the remaining \$800 is due no later than two weeks after your baby is born.

If you have paid the balance in full within two weeks of your baby's birth and are in anyway displeased with my services, you will receive a cheerful refund of \$800 up to six weeks after the birth of your baby.

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

\_\_\_\_\_  
Client  
\_\_\_\_\_  
Client's Partner

## HIPPA Compliance and Client Confidentiality

I, \_\_\_\_\_, at \_\_\_\_\_ (address) and \_\_\_\_\_ (phone), give my permission for Kim James to take notes about me, including personal information I choose to disclose to her, and information regarding the labor, birth and the postpartum period pertaining to myself and my child. I understand that Kim will take notes during my labor and birth for my own personal use. I understand the Kim will not share my information with anyone else without my expressed verbal consent.

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

\_\_\_\_\_ Client Signature

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