



ONBOARDING/INTAKE AGREEMENT
BETWEEN:

Tony Pelusi
And
//// and ////

Principles

- We, the above-named individuals, wish to retain the services of Tony Pelusi for the purpose of participating in his onboarding/intake process in anticipation of engaging him to provide us with Parenting Coordination [PC] services.
- We, the above-named individuals, agree that we voluntarily and willingly enter into this Agreement and do so in good faith and with the advice of independent counsel.
- Where not sufficiently in place in the parents' Parenting Plan, Separation Agreement or Court Order or Judgement, the PC, in his full discretion, will require the parents who participate in this process to employ appropriate coparenting communication, information sharing, and rules of engagement during this onboarding/intake process.
- The PC may also require the parents to participate in an on-line parenting course or other similar intervention as a pre-requisite of parenting coordination services. The PC will determine whether or not these or other measures are necessary at the conclusion of the onboarding process.
- Once accepted for Parenting Coordination, the parents and counsel will be provided draft copies of the Parenting Coordination Service Agreement [PCSA] and Policies, Guidelines, and Protocols [PGP] - collectively the Service Agreements - and have the opportunity to customize them, subject to PC's review and approval, in accordance with the Court's Order or Judgement.

Confidentiality

- Like the PC process itself, the onboarding/intake process [counsel zoom, parents chemistry session, and intake questionnaires] is deemed to be a 'closed' and confidential process.
- All notes, intake forms, and other documentation received are private and confidential, and will not be shared with any third party or used for the purpose of litigation. It is acknowledged that the purpose of the onboarding/intake process is to determine suitability of services and to ensure that potential services best support the clients based on their goals and needs. Should services be suitable, and the above-named parties wish to engage in parenting coordination, the terms of that engagement will be more fully set forth in the aforementioned Service Agreements.



- It is agreed that Tony Pelusi will not be called as a witness in any future court proceeding to speak or be required to provide information gathered during the intake screening and/or as a result of engaging in the PC process.

Duty to Report

- Tony Pelusi holds himself to a standard that requires him to report a child in need of protection to any relevant authorities if he has a reasonable suspicion that a child(ren) has been abused, neglected, and/or may be in danger of harm and/or abuse. This includes risk of physical, sexual, emotional abuse, neglect, and emotional harm.
- Tony Pelusi holds himself to a standard that requires him to notify the proper authorities if he has a reasonable suspicion a client may harm himself or herself or another person.

Fees

- The fee for onboarding/intake process is billed at a rate of \$500.00/hr which is charged against the initial \$3,000.00 contribution to their retainer/advance deposit accounts. [Usually split 50/50]
- A signed copy of this agreement and payment(s) is required before further services will be provide. Payments can be made via Venmo, ACH, or by mailing a check to the address below and are due and payable before the coparent chemistry zoom will be scheduled.
- A detailed invoice including charges for this onboarding/intake process will be posted in ourfamilywizard.com at the end of the onboarding/intake process and monthly thereafter if the parenting coordination engagement commences.

Waiver of Liability

- The undersigned waives any claim or right of action against Tony Pelusi for any matters arising out of actions taken or not taken in good faith and performed by him under this Agreement.

/////

/////

Date

Date

Tony Pelusi