

# Letter of Agreement

Your doula will draw on her knowledge and experience to provide emotional support, physical comfort and information to help you make informed decisions during 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.

**Prenatal:** Much of the work we will do together takes place before labor begins. Your doula prefers to meet with you and your partner 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. Your doula will help you create your Birth Plan, including your preferences regarding pain management options and the use of pain medications. Your doula will 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.

**Backup:** 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.

## **Doulas do 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.
- ~ Provide information, dosages or advise concerning prescription or alternative medication, or medical advise pertaining to you or your baby.
- ~ 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.
- ~ Speak to the staff on your behalf. Your doula will discuss your concerns with you and suggest options, but you or your partner or a family member or friend 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 send the shadow doula right away or wait for further change. Your doula or her backup will usually be with you within two (2) hours from the time you ask her to come (longer if you live or are giving birth more than 15 miles from the doula's home address and/or if the drive occurs during rush hours or rain). 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 backup will remain with you throughout labor and birth.

The fee includes a shadow doula who can support you in early labor at home before your primary doula joins you and will stay and attend your birth along with your primary doula. The standard fee includes two doulas when hospitals return to allowing two doulas to attend births. Until that time, the shadow doula will attend the birth inperson and the primary doula will be available by phone, text or on Zoom to answer questions.

**Disclosure of Communicable Diseases:** You agree to disclose any communicable diseases that you have so that your doula can take appropriate precautions.

**Hospitals:** Hospitals have varying rules regarding doulas and other support people. Before you sign this agreement, please check with your hospital regarding policies for attendance of doulas in labor, delivery, surgery (c-sections) and recovery. If hospital policy does not allow your doula to attend your labor and/or delivery, your doula will not provide a refund.

**C-sections:** Your doula regularly attends c-sections and will provide support through that process as long as the hospital will allow it. If you are having a scheduled c-section and your hospital will not allow your doula to be there, B\*E\*S\*T will give you a coupon for \$400 toward your next birth or provide 4 hours of postpartum care to make up for lost support time. You are free to use this any time, whether in the hospital immediately following the birth or later, in your home. This only applies to scheduled c-sections where there has been no labor support prior to surgery.

**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 if baby is stable. Your doula is available for phone contact to answer questions about the birth of your baby. Your doula will provide an optional postpartum visit, at your request and convenience, to see how you are doing, to review the birth, to admire your baby, and to get feedback from you about her role.

**Long or short labor:** The fee for doula services covers the prenatal visits, on call time, limiting the number of additional clients, etc. You and your doula are both hoping for a birth that lasts a reasonable amount of time. If you are lucky enough to have a very short labor, everyone 'wins' and if you have a very long labor, your doula will be there for as long as you need her to be and not charge you any more money.

**Waiver of Liability:** As the express condition of my performance of services under this agreement, you agree, on your own behalf and on behalf of all persons or entities you may bind under California law, to waive and hereby do waive any rights, claims or causes of action that you may have against your doula now and in the future with respect to your pregnancy, birth, postpartum period or the services your doula may provide and/or fail to provide to you. You expressly understand that, as doulas, we are not medical professionals and therefore cannot and will not provide you with medical care or advice.

**Dispute Resolution:** We agree, in the unlikely event that a dispute should occur between us, that all disputes shall be resolved pursuant to California law within the County of Los Angeles and that, except as otherwise indicated below, the parties to this agreement are not entitled to and shall not receive attorneys' fees and/or expenses arising from any such dispute.

**Responding to Subpoenas and Other Requests for Information:** If your doula is required to respond to a subpoena of her records relating to services your doula performed for you, or to testify by deposition or otherwise concerning such services, you agree to reimburse the doula for her time and all expenses incurred in responding to any such demand, including, but not limited to, loss of earnings, appearing at depositions or hearings, or retaining an attorney.

### **Options and Fees:**

**NOTE:** All prices reflect virtual meetings. For meetings at my office, \$25 will be added to the cost. For meetings at your home or a public space, \$75 will be added per trip, if less than 15 miles from my home and \$100 will be added per trip, if greater than 15 miles from my office.

**Virtual Interview:** A free, 20-30 minute virtual meeting so you can ask some questions and get more information.

**Introductory Class – Pregnancy, Childbirth and Newborn Tips:** This introductory class takes about 1-1/2 hours and costs \$100. You will learn a lot about pregnancy, birth and newborn care. If you want the packet of samples that I will discuss, I will ship it to you for \$25. This introductory is the first class of the series to help you decide if I am the right doula and educator for you.

**Virtual Childbirth Preparation Classes:** In addition to the introductory class, these three Childbirth Preparation Classes (about five to six hours of one-on-one childbirth education) to educate you and get to know each other, tips on how to get the birth you want in a hospital setting, what hospital protocols are necessary and how, when and why to avoid the unnecessary ones. These Childbirth Preparation Classes will prepare you for birth. You won't need to take any additional childbirth education classes other than Infant CPR. The cost for the complete package of three Childbirth Preparation Classes is \$500. If you have a pregnant friend or friends who join you for a "group" class, each friend gets a \$50 discount and you get a \$50 discount for each friend.

**Hourly Virtual Labor Support:** If you have taken all three prenatal classes, there is a \$500 retainer fee for virtual labor support. This fee is non-refundable and will ensure my availability. \$200 of this fee balance will go toward the hourly rate for virtual labor support. If the calls reach the \$200 budget, additional time may be purchased through PayPal at the hourly rate. Payment for unused time will be refunded by request.

**Rate for Hourly Virtual Labor Support:** \$100/hour, prorated by 15 minute increments per call or \$25 per call for up to 15 minutes. For example, a 10 minute call would be \$25 - a 25 minute call would be \$50.

**Unlimited Virtual Labor Support:** If you don't want to be concerned about the hours being used or keeping track of time during labor, I am happy to provide unlimited virtual support for as much time as you need. The flat rate for this support is \$1,000 if you have taken all 3 Childbirth Preparation Classes or \$1,500 if not.

**Unlimited Combo In-Person PLUS Virtual Labor Support:** Also called the "best of both worlds" option. A newer doula will provide hands-on support while your highly experienced doula will be available for unlimited support virtually throughout your labor. The flat rate for this support is \$1,500 if you have taken all 3 Childbirth Preparation Classes or \$2,000 if not.

**In-Person Labor Support:** In-person labor support is currently dependent on your hospital's Covid-19 policy. If two doulas are allowed to attend your birth, a shadow doula will be included at no extra cost. The shadow doula will support you when you need their support and the primary doula will join you when you are in active labor. The fee for in-person support is \$2,700 if you have taken all 3 Childbirth Preparation Classes or \$3,200 if you have not. If only one doula is allowed to attend your birth, a shadow doula will attend your birth (See Unlimited Combo option above). If you only want tracy hartley to attend your birth in-person, the fee for support is \$5,000. This option is not available if you have not taken all 3 Childbirth Preparation Classes.

**Payments:** Payments can be made by check mailed to address below or through PayPal to [tracy@bestdoulas.com](mailto:tracy@bestdoulas.com) or Venmo to [@tracy-hartley-2](https://venmo.com/@tracy-hartley-2). All classes must be paid for in full in advance. All fees for labor support are due, along with a signed copy of this letter of agreement, a month before your estimated due date to reserve my services for two weeks before and two weeks after your due date. These fees are not refundable unless there is some unforeseeable emergency on your doula's part that prevents your doula or her backup from attending the birth. If your doula is not called to attend or given adequate notice to attend or if your hospital does not allow access to your doula, your doula will not provide a refund. This includes precipitous labors or Covid related restrictions to hospital policy. **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.**

**Fees:** Please initial your choice(s)

- \_\_\_\_\_ \$100 Virtual Introductory Class
- \_\_\_\_\_ \$25 Shipping cost for packet of handouts and samples (optional)
- \_\_\_\_\_ \$500 Virtual Childbirth Preparation Classes. Friend/s discount available (see Discounts below)
- \_\_\_\_\_ \$500 Hourly Virtual Labor Support (\$300 is non-refundable and \$200 will go toward the hourly rate for virtual labor support - see Hourly Rate for Virtual Labor Support section above)
- \_\_\_\_\_ \$1,000 Unlimited Virtual Labor Support if you have taken all Childbirth Preparation Classes
- \_\_\_\_\_ \$1,500 Unlimited Virtual Labor Support if you have NOT taken all Childbirth Preparation Classes
- \_\_\_\_\_ \$1,500 Unlimited Combo In-Person PLUS Virtual Labor Support if you have taken all Childbirth Preparation Classes
- \_\_\_\_\_ \$2,000 Unlimited Combo In-Person PLUS Virtual Labor Support if you have NOT taken all Childbirth Preparation Classes
- \_\_\_\_\_ \$2,700 In-person support with tracy hartley PLUS a shadow doula, if you have taken all Childbirth Preparation Classes (when allowed by hospital)
- \_\_\_\_\_ \$3,200 In-person support with tracy hartley PLUS a shadow doula, if you have NOT taken all Childbirth Preparation Classes (when allowed by hospital)
- \_\_\_\_\_ \$5,000 In-person support with only tracy hartley or experienced backup (no shadow or new doula).

**Discounts:**

- \_\_\_\_\_ -\$50 Discount for group classes: Name of referred person: \_\_\_\_\_
- \_\_\_\_\_ -\$50 Discount for group classes: Name of referred person: \_\_\_\_\_
- \_\_\_\_\_ -\$250 Discount for labor support for second vaginal birth (virtual or in-person)

**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 shadow and/or backup for my birth.**

Date \_\_\_\_\_

Client \_\_\_\_\_  
(Print) (Signature)

Partner \_\_\_\_\_  
(Print) (Signature)

Doula tracy hartley \_\_\_\_\_  
(Print) (Signature)