



## Disclosure Statement

### THE ROLE OF PARENT COORDINATOR

My role as parent coordinator shall be specified in the court order that appoints me as the parent coordinator and shall be limited to the following (per HB Section 50-92) in an effort to aid the parties: (1) Identify disputed issues. (2) Reduce misunderstandings. (3) Clarify priorities. (4) Explore possibilities for compromise. (5) Develop methods of collaboration in parenting. (6) Comply with the court's order of custody, visitation or guardianship. Also, I am required to provide the following to the parties and their attorneys (per HB Section 50-98): (1) A written summary of the developments in this case following each meeting with the parties. (2) Copies of any other written communications. I am also required to maintain records of each of our meetings. The communications between the parties and myself are not confidential (per HB 50-96). I want to encourage most of our communications to be through email so that we can easily have written verification of our correspondence.

Although I am a Licensed Marriage and Family Therapist, I will not be providing counseling services to either parent or any of the minor children.

### FEES

A retainer of at least \$1500 is required before I begin work as parent coordinator for the parties. When there is less than \$150 balance remaining, another retainer will be required before I resume working with the parties. My fee for all of my work as parent coordinator is \$150 per hour. Any work that is less than an hour will be billed in ¼ hour increments. This \$150 per hour fee will be charged for face-to-face meetings with the parties, talking on the phone, answering and reading emails, answering and listening to voice mails, preparing written documentation, reading court documents and any other work that I do as parent coordinator for the parties. If I am subpoenaed to appear in court for the parties, my fee is \$150 per hour from the time I leave my office or residence until the time I return to my office or residence and \$80 per hour when I am issued an on-call subpoena beginning at the starting time in court and ending when I get a call that I am no longer needed to be on-call. There is a \$20.00 charge for returned checks. Cancellations of appointments with less than 24 hours notice or no shows are billed to the client's account. Parties are held financially responsible for any damage done to my office space by the party or any member of the party's family.

*Judy McClung, MA, LMFT*

Workshops • Consulting • Psychotherapy

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Please mail payments to: 103 Waters Edge Drive, Weaverville, NC 28787

[www.odessawellness.com](http://www.odessawellness.com)

**AVAILABILITY**

My hours of availability for face-to-face meetings, answering phone or email messages for parent coordinator parties and for my private clients are between 9:00 am – 7:00 pm Monday through Thursday. When you attempt to contact me, you will usually need to leave a message. I will do my best to answer phone or email messages within 24 hours with the exception that if I receive the phone or email message after 7:00 pm on Thursday then I will respond by 5:00 pm the following Monday.

I reserve the right to refer the parties back to the court to find another parent coordinator if I am not comfortable in working with either of the parties.

**Please do not wear perfume or any kind of scented body care products because I am allergic to their smell!**

*I have read the above disclosure statements and have had the opportunity to ask questions pertaining to them.*

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

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

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

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

Parent Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

**My email address is: [odessawellness@gmail.com](mailto:odessawellness@gmail.com)**

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