



Integrative Health & Wellness Coaching Graduating Class of 2023 Spring

The following is a tentative weekly schedule for this IHW Coaching class that runs **Oct 24, 2022 – April 28, 2023**. It includes course work that can be completed when convenient in the week, as well as live virtual sessions as a full class and as part of a small mentor-supervised team. Students are required to attend all the live classes as scheduled. More detail is provided in each unit syllabus online once the program has begun.

ORIENTATION Unit: Oct 24 – 30, 2022 (1 Week)

Week 1: 10/24/2022

Online Courses:

- **Program Orientation**
- **Introduction to Integrative Health & Wellness Coaching**
- **Self-Care: Attitudes of Mindfulness**
 - Self-Care Report Due 10/31/2022
- **Comparing Coaching**
- **Optional Course Review: Intro to MI**

Live Friday Zoom Sessions: 10/28/2022

Coaching Class Opening Circle and Welcome

TIME ZONES: 8:30-10:30am PDT/9:30-11:30am MDT/ 10:30am-12:30pm CDT/11:30am-1:30pm EDT; 4:30pm-6:30pm IRELAND

Breakout Rooms: Mentor-Supervised Team Welcome & Overview

TIME ZONES: 11:00am-12:30pm PDT/12:00-1:30pm MDT/ 1:00-2:30pm CDT/2:00-3:30pm EDT; 7:00-8:30pm IRELAND

Self-Care: Attitudes of Mindfulness Report Due Oct 30, 2022

UNIT 1: Oct 31, 2022 - Dec 18, 2022 (6 Weeks + 1 Holiday Week)

Week 1: 10/31/2022

Online Courses:

- **Coaching: Key Theories, Concepts, and Approaches**
- **Coaching Practices: Professional Standards, Ethics, & Scope of Practice**
- **IHW Coaching Process: Stage 1**
- **Self-Care: Vision-MAP**
 - Self-Care Report Due 11/3/2023 (BEFORE Friday's class)
- **MITI 1 (instructional) – PREPARE before 11/4/22 Recording Session**



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Live Friday Zoom Sessions: 11/04/2022

Zoom CLASS: IHW Coaching Process Introduction & Demonstration

TIME ZONES: 8:30-11:00am PDT/9:30am-12:00pm MDT/10:30am-1:00pm
CDT/11:30am-2:00pm EDT; 4:30-7:00pm IRELAND

MITI Baseline – Audio Capture

3 Unique Zoom Links: 6 students each; Group A – 3 students; Group B – 3 Students.

TIME ZONES: 11:30am-1:00pm PDT (AZ)/12:30-2:00pm MDT/1:30-3:00pm CDT/2:30-
4:00pm EDT; 7:30-9:00pm IRELAND

Group A 11:30am – 12:15pm PDT (AZ-MST)

Group B 12:15pm – 1:00pm PDT (AZ-MST)

Self-Care: Vision-MAP Report Due Nov 3, 2022 – BEFORE Zoom Session

Week 2: 11/07/2022

US Daylight Saving Time ends on Sunday, November 6, 2022.

Online Courses:

- **Coaching Relationships: Skills Overview**
- **Reflective Listening**
- **Coaching Process: Stage 2**
- **Coaching Skills: Affirmations**
- **Self-Care: Core Areas of Health**
 - **Self-Care Report Due Nov 13, 2022**

Veteran's Day Weekend (U.S. Holiday) – November 11, 2022

Coaching Dialogue: *Faculty Panel-Comparing Coaching, Key Theories, Integrative HWC*

FACULTY MODERATED: 11/08/2022-11/10/2022

Self-Care: Core Areas of Health Report Due Nov 13, 2022

Week 3: 11/14/2022

Online Courses:

- **Case Study Liz: Stage 1 & 2**
- **Case Study Susan: Stage 1 & 2**

Live Friday Zoom Sessions: 11/18/2022

Zoom CLASS: MI Strategies

TIME ZONES: 7:30-9am PST/8:30-10am MST/9:30-11am CST/ 10:30am-12pm EST; 3:30pm-5pm
IRELAND



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Zoom CLASS: *Ethics, Professional Standards & Scope of Practice discussion*

TIME ZONES: 9:30-10:30am PST/10:30-11:30am MST/ 11:30am-12:30pm CST/12:30-1:30pm EST; 5:30-6:30pm IRELAND

Zoom CLASS: *Record Keeping: Confidentiality, Note taking, and Note keeping*

TIME ZONES: 10:45-11:45am PST/11:45am-12:45pm MST/ 12:45-1:45pm CST/1:45-2:45pm EST; 6:45-7:45pm IRELAND

HOLIDAY WEEK OFF: *November 21-27, 2022*

(U.S. Holidays – Thanksgiving and Native American Heritage)

Week 4: 11/28/2022

Online Courses:

- **Coaching Skills: Sustain & Change Talk**

Live Friday Zoom Session: 12/02/2022

Zoom Training: IHW Coaching Process – Stage 1

TIME ZONES: 8:00am-12:00pm PST/9:00am-1:00pm MST/10:00am-2:00pm CST/11:00am-3:00pm EST; 4:00pm-8:00pm IRELAND

Week 5: 12/05/2022

Online Courses:

- **Coaching Process: Stage 3**
- **Coaching Strategies: Complex Reflections**

Live Friday Zoom Session: 12/09/2022

Zoom Training: IHW Coaching Process – Stage 2

TIME ZONES: 8:00am-12:00pm PST/9:00am-1:00pm MST/10:00am-2:00pm CST/11:00am-3:00pm EST; 4:00pm-8:00pm IRELAND

Week 6: 12/12/2022

Online Courses:

- **Coaching Process: Stage 4**
- **Self-Care: SMART Goal and Action Steps**
 - **Self-Care Report Due Dec 18, 2022 – AFTER Zoom Training**



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Live Friday Zoom Session: 12/16/2022

Zoom Training: IHW Coaching Process – Stage 3

TIME ZONES: 8:00am-12:30pm PST/9:00am-1:30pm MST/10:00am-2:30pm CST/11:00am-3:30pm EST;
4:00pm-8:30pm IRELAND

Self-Care: SMART Goal and Action Steps Due Dec 18, 2022 – AFTER Zoom Training

UNIT 2: Dec 19, 2022 – Feb 5, 2023 (5 Weeks + 2 Holiday Weeks)

HOLIDAY WEEKS (12/19/22 – 1/1/23)

Hanukkah, Kwanzaa, Christmas, New Year's Day

Week 1: 1/02/2023

Online Courses:

- Coaching Practice Hours (Instructional)
- Case Study: Follow-ups

Live Friday Zoom Sessions: 01/06/2023

Zoom Training: MI Strategies -advanced practice PART 1: Change/Sustain Talk; Affirmations

TIME ZONES: 8:00-10:00am PST/9:00 – 11:00am MST/10:00am-12:00pm CST/11:00am-1:00pm EST;
4:00-6:00pm IRELAND

Zoom Training: MI Strategies -advanced practice PART 2: Complex Reflections

TIME ZONES: 10:30am-12:30pm PST/11:30am – 1:30pm MST/12:30-2:30pm CST/1:30-3:30pm EST;
6:30pm-8:30pm IRELAND

Week 2: 1/09/2023

Live Monday and Friday Zoom Session: 01/09/2023 & 01/13/2023

Zoom Training: Health Coach Process - Putting it all together (Stage 1, 2, and 3)

Group A: Monday 1/09/2023

TIME ZONES: 7:30am- 12:00pm PST/8:30am-1:00pm MST/9:30am-2:00pm CST/10:30am-3:00pm EST;
3:30pm-8:00pm IRELAND

Group B: Friday 1/13/2023

TIME ZONES: 7:30am- 12:00pm PST/8:30am-1:00pm MST/9:30am-2:00pm CST/10:30am-3:00pm EST;
3:30pm-8:00pm IRELAND

Week 3: 1/16/2023

Martin Luther King Jr. Memorial Day (U.S. Holiday) – January 16, 2023

Live Friday Zoom Sessions: 1/20/2023

Zoom Training: Stage 4-Lessons Learned

TIME ZONES: 8:15-9:45am PST/9:15-10:45am MST/10:15-11:45am CST/11:15am-12:45pm EST; 4:15-
5:45pm IRELAND



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Zoom Training: *Closing a Coaching Relationship*

TIME ZONES: 10:00-11:15am PST/11:00am-12:15pm MST/12:00-1:15pm CST/ 1:00-2:15pm EST; 6:00-7:15pm IRELAND

Zoom Class: *Competency Rubric Review and PSA Prep*

TIME ZONES: 11:30am-12:30pm PST/12:30 – 1:30pm MST/1:30-2:30pm CST/ 2:30-3:30pm EST; 7:30-8:30pm IRELAND

Week 4: 1/23/2023

Live Friday Zoom Session: 1/27/2023

TEAM PRACTICE: Initial Sessions Practice (4.5 hours)

TIME ZONES: 8:00am-12:30pm PST/9:00am-1:30pm MST/10:00am-2:30pm CST/11:00am-3:30pm EST; 4:00pm-8:30pm IRELAND

Reflection Assignment for Team Practice: Initial Sessions Practice

- Only students who coached, due within 24 hours

Week 5: 1/30/2023

Online Courses:

- **Peer Practice Prep (instructions)**
- **SCHEDULE Mentor-Supervisor 1:1s (See Unit 3 for dates)**

Live Friday Zoom Session: 2/03/2023

TEAM PRACTICE: Initial Sessions Practice (4.5 hours)

TIME ZONES: 8:00am-12:30pm PST/9:00am-1:30pm MST/10:00am-2:30pm CST/11:00am-3:30pm EST; 4:00pm-8:30pm IRELAND

Reflection Assignment for Team Practice: Initial Sessions Practice

- Only students who coached, due within 24 hours

UNIT 3: February 06, 2023 – April 02, 2023 (8 Weeks)

Week 1: 2/06/2023

Live Friday Zoom Session: 02/10/2023

TEAM PRACTICE STAGE 4: Follow-Up 1 (3.5 hours)

TIME ZONES: 8:00am-1:30pm PST/9:00am-12:30pm MST/10:00am-1:30pm CST/11:00am-2:30pm EST; 4:00pm-7:30pm IRELAND

Reflection Assignment for Team Practice: Follow-up Sessions Practice

- Only students who coached, due within 24 hours



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Week 2: 2/13/2023

PRACTICAL SKILLS ASSESSMENT – No Passing Score Required

Mentor-Supervised 1:1 – Initial Session 1 – Client 1

Complete between February 13 - 26, 2023

Live Friday Zoom Session 2/17/2023:

TEAM PRACTICE STAGE 4: Follow-Up 2 (3.5 hours)

TIME ZONES: 8:00am-1:30pm PST/9:00am-12:30pm MST/10:00am-1:30pm CST/11:00am-2:30pm EST;
4:00pm-7:30pm IRELAND

Reflection Assignment for Team Practice: Follow-up Sessions Practice

- Only students who coached during practice, due within 24 hours

Reflection Assignment for Mentor-Supervised 1:1 Initial Session 1 – Client 1

- within 24 hours of the session

Week 3: 2/20/2023

Live Friday Zoom Session: 2/24/2023

Zoom Training: Advanced Mind-Body Tools for Coaching

TIME ZONES: 8:30 – 11:30am PST/9:30am-12:30pm MST/10:30am-1:30pm CST/11:30am-2:30pm EST;
4:30-7:30pm IRELAND

Self-Care Report: Action Steps Progress 1: Due February 26, 2023

Report on your action step plan and progress.

Week 4: 2/27/2023

PRACTICAL SKILLS ASSESSMENT

Required Passing* (unsupervised practice hours CANNOT begin until passed; Retake if below 2.8)

Mentor-Supervised 1:1 – Initial Session 2, Client 2

Complete between: 2/27/2023 - 3/5/2023

Live Friday Zoom Session: 3/3/2023

Zoom Training: Advanced Practice: Navigating Emotional Waters

TIME ZONES: 8:30 – 11:30am PST/9:30am-12:30pm MST/10:30am-1:30pm CST/11:30am-2:30pm EST;
4:30-7:30pm IRELAND

Self-Care Report: Action Steps Progress 2: Due March 5, 2023

Report on your action step plan and progress.



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Reflection Assignment for Mentor-Supervised 1:1 Initial Session 1 – Client 2

- within 24 hours of the session

Week 5: 03/06/2023

Peer Practice 1

Complete between: 3/6 – 3/12/2023

PRACTICAL SKILLS ASSESSMENT – No Passing Score Required

Mentor-Supervised 1:1 – Follow-up Session 1, Client 1

Complete between: 3/6 – 3/12/2023

Non-supervised 1:1 Coaching Client Hours

MAX 5 Documented Hours Submitted

FIRST WEEK TO START non-supervised practice and document on the platform, if PSA passing score. ALL Practice Clients must sign AWCIM Waiver and student provides to staff if requested.

Graduation Project: Review Instructions

Starting with a new client this week (if PSA is passed) will provide you 5 weeks to facilitate one initial session and at least 2 follow-up sessions to report on. Your graduation portfolio project can be with your supervised clients or a new client.

Week 6: 3/13/2023

US Daylight Savings begins on March 12th (clock forward); Ireland Daylight Savings on March 26th

PRACTICAL SKILLS ASSESSMENT – No Passing Score Required

Mentor-Supervised 1:1 – Follow-up Session 1, Client 2

Complete between: 3/13/2023 – 3/19/2023

Live Friday Zoom Session: 3/17/2023

Zoom Training: Professional Panel and Business Discussion

TIME ZONES: 9:00am-12:00pm PDT (AZ)/10:00am – 1:00pm MDT/11:00am-2:00pm CDT/12:00-3:00pm EDT; 4:00-7:00pm IRELAND

Self-Care Report: Action Steps Progress 3: Due March 19, 2023

Report on your action step plan and progress.

Non-supervised 1:1 Coaching Client Hours

MAX 5 Documented Hours Submitted

Week 7: 3/20/2023

Work on: Graduation Project (Due In Unit 4)

Peer Practice 2

Complete Between 3/20 - 3/26/2023

7/27/22 10:55:01 AM



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Live Friday Zoom Sessions: 3/24/2023

Zoom Training: Group Coaching – An Introduction

TIME ZONES: 8:30-10:00am PDT (AZ)/9:30-11:00am MDT/10:30am-12:00pm CDT/11:30am-1:00pm EDT; 3:30-5:00pm IRELAND

Zoom Training: Group Coaching Facilitation

TIME ZONES: 10:15-11:45am PDT(AZ)/11:15am-12:45pm MDT/12:15-1:45pm CDT/1:15-2:45pm EDT; 5:15pm-6:45pm IRELAND

Non-supervised 1:1 Coaching Client Hours

MAX 5 Documented Hours Submitted

Week 8: 3/27/2023

Online Courses:

- **Design Your Own Group Coaching**
- **Work on: Graduation Project (Due in Unit 4)**
- **SCHEDULE MITI 2 COMING UP IN UNIT 4**

Live Friday Zoom Session: 3/31/2023

Zoom Training: Group Coaching Practice

TIME ZONES: 8:30am-12:30pm PDT(AZ)/9:30am – 1:30pm MDT/10:30am-2:30pm CDT/11:30am-3:30pm EDT; 4:30pm-8:30pm IRELAND

Non-supervised 1:1 Coaching Client Hours

MAX 5 Documented Hours Submitted

UNIT 4: April 3 - 30, 2023 (4 Weeks)

Week 1: 04/03/2023

Holidays April 6-9, 2023: Passover; Good Friday; Easter

Online Courses:

- **Self-Care Wrap-up**
 - Self-Care Wrap Up Report Due April 9, 2023
- **Final Exam Study Guide Released**

Review exam study guide PDF and prepare for your final exam.

Graduation Project - Submit between April 3-10, 2023

Final PASSING Score Required for Graduation. Revisions requested if passing score is not achieved.

PRACTICAL SKILLS ASSESSMENT – Required Passing

Mentor-Supervised 1:1 – FINAL Follow-up Session, Client 1 OR 2

Complete between: 4/3 – 4/14/2023



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PRACTICAL SKILLS ASSESSMENT – Required Passing

MITI 2 schedule/complete: 4/3 – 4/7/2023

Final Score of 74% or better Required for Graduation. Retake options if passing score is not achieved.

Self-Care Report: Wrap Up: Due April 9, 2023

Non-supervised 1:1 Coaching Client Hours

MAX 10 Documented Hours Submitted

Week 2: 4/10/2023

PRACTICAL SKILLS ASSESSMENT – Required Passing

LIVE EVAL: NON-TEAM SUPERVISOR - Initial Session, AWCIM Client Volunteer provided

Held April 14th, 2023: 75-minute timeslot will be assigned to each student

Final PASSING Score 2.8 or higher Required for Graduation. Retake options if passing score is not achieved.

Final Exam – Complete in one sitting NO LATER THAN April 24th, 2023

Final Score of 70% or better Required for Graduation. Oral exam may be required if passing score is not achieved.

Non-supervised 1:1 Coaching Client Hours

MAX 10 Documented Hours Submitted

Week 3: 4/17/2023

PRACTICAL SKILLS ASSESSMENT – RETAKES AS NEEDED

Non-supervised 1:1 Coaching Client Hours

MAX 10 Documented Hours Submitted

Week 4: 4/24/2023

Online Program Evaluation Due April 28, 2023

Students provide online feedback on all aspects of the program.

Live Friday Zoom Session: 4/28/2023

Zoom Class: Program Wrap-up and Closing Ceremony

TIME ZONES: 8:30-11:00am PDT (AZ)/9:30am-12:00pm MDT/10:30am-1:00pm CDT/11:30am-2:00pm EDT; 4:30-7:00pm IRELAND

Non-supervised 1:1 Coaching Client Hours

MAX 10 Documented Hours Submitted



REMAINING COACHING HOURS DOCUMENTATION: May 1, 2023 – Oct 24th, 2023

Non-supervised 1:1 Coaching Client Hours

Students may use *up to* 6 months to complete their remaining unsupervised coaching practice hours. Graduation certificates will not be awarded until those hours are complete.

Of the **70 unsupervised practice hours** – a maximum of 60 hours were possible to document during allowed weeks in program. For the hours remaining, students are *not* limited by how many hours they can complete and document per week. **GRADUATION REQUIREMENT– HOURS VERIFICATION:** AWCIM conducts a random auditing of each student’s documented hours, reaching out to coaching volunteers. If we cannot confirm hours through this auditing process, we cannot award certification and graduation from the program. Student Affairs will reach out if there is an issue with the auditing of your coaching hours.

National Board for Health and Wellness Coaching – Board Certification Exam

Students cannot apply to sit for the NBHWC exam until they have fully graduated from AWCIM. To be eligible for FALL 2023 Exam, **you must have your hours complete and verified (in addition to the other program requirements) by August 14th, 2023 to ensure you can apply in that window.** If you are interested in the earlier Summer exam window – reach out to student affairs by March 20, 2023 to see if a plan can be set in place to support this.

<https://nbhwc.org/become-a-board-certified-coach/>

WINDOW TO APPLY FOR EXAM
Must Fully Graduate Prior to Applying

EXAM WINDOW

Fall 2023 Exam

August 14 – September 14, 2023*

November 6 – November 30, 2023