Integrative Health & Wellness Coaching
Graduating Class of 2022 Spring

The following is a tentative weekly schedule for this IHW Coaching class that runs Oct 25, 2021 – April 24, 2022. It includes course work that can be completed when convenient in the week, as well as live virtual required sessions as a full class and as part of a small mentor-supervised team. More detail is provided in each unit syllabus online once the program has begun.

ORIENTATION Unit: October 25 – 31, 2021 (1 Week)
Week 1: 10/25/2021
*Ireland Daylight Savings Ends Oct 31st, 2021

Online Courses:
- Program Orientation
- Introduction to Integrative Health & Wellness Coaching
- Self-Care: Attitudes of Mindfulness
  - Self-Care Report Due 11/07/21
- Comparing Coaching
- Optional Course Review: Intro to MI

Live Friday Zoom Sessions: 10/29/21
Coaching Class Opening Circle and Welcome
8:30am – 10:30am PDT (AZ) TIME ZONES: 8:30am-10:30am PDT/9:30-11:30am MDT/
10:30-12:30pm CDT/11:30-1:30pm EDT; 4:30pm-6:30pm IRELAND

UNIT 1: Nov 1 - Dec 12, 2021 (6 Weeks)
Week 1: 11/1/2021
*US Daylight Savings Ends Nov 7th, 2021

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 11/14/21
- MITI 1 (instructional)
  - Sign up for 30 minute Baseline MITI Capture: 11/8/2021 - 11/12/2021
Coaching Dialogue: Faculty Panel-Comparing Coaching, Key Theories, Integrative HWC
FACULTY MODERATED: 11/3/2021 - 11/5/2021

Live Friday Zoom Sessions: 11/05/21
Zoom CLASS: IHW Coaching Process Introduction & Demonstration
8:30am – 10:30am PDT (AZ)
TIME ZONES: 8:30-10:30am PDT/9:30-11:30am MDT/10:30am-12:30pm CDT/11:30am-1:30pm EDT; 3:30pm-5:30pm IRELAND

TEAM Zoom: Mentor-Supervised Team Welcome & Overview
- Candace’s Team: 9:30 - 11am EDT/2:30 - 4pm IRT (Before Intro Zoom Class)
- De Anne’s Team: 11:30am - 1:00pm PDT/MDT-AZ (After Intro Zoom Class)
- Kathy’s Team: 9:30 - 11am EDT/2:30 - 4pm IRT (Before Intro Zoom Class)
- Paul’s Team: 11:00am – 12:30pm PDT/12:00 – 1:30pm MDT/1:00 – 2:30pm CDT/2:00pm-3:30pm EDT (After Intro Zoom Class)
- Rosanna’s Team: 7:30-9am MDT(Costa Rica)/8:30-10am CDT/9:30 - 11am EDT (Before Intro Zoom Class)

Self-Care: Attitudes of Mindfulness Report Due Nov 7, 2021


Online Courses:
- Coaching Relationships: Skills Overview
- Reflective Listening
- Coaching Process: Stage 2

Coaching Dialogue: Professional Standards, Ethics, & Scope of Practice
11/8/2021 - 11/11/2021 Students Submit Questions and Comments for the upcoming Zoom Class

Zoom: MITI 1 – Baseline Capture
Sign up for 30 minute time slot with a student-partner 11/08/2021 through 11/12/2021

Self-Care: Vision-MAP Report Due Nov 14, 2021

Live Friday Zoom Sessions: 11/12/21
Zoom CLASS: MI Strategies
8:30am – 10:00am MST (AZ) TIME ZONES: 7:30-9am PST/8:30-10am MST/9:30am-11pm CST/
10:30am-12pm EST; 3:30pm-5pm IRELAND
Zoom CLASS: Ethics, Professional Standards & Scope of Practice discussion
10:30am – 11:30am MST (AZ) TIME ZONES: 9:30-10:30am PST/10:30am-11:30pm MST/ 11:30-12:30pm CST/12:30-1:30pm EST; 5:30-6:30pm IRELAND

Zoom CLASS: Record Keeping: Confidentiality, Note taking, and Note keeping
11:45am – 12:45pm MST (AZ) TIME ZONES: 10:45-11:45pm PST/11:45-12:45pm MST/ 12:45-1:45pm CST/1:45-2:45pm EST; 6:45-7:45pm IRELAND

Week 3: 11/15/2021

Online Courses:
- Self-Care: Core Areas of Health
  - Self-Care Report Due Dec 5, 2021
- Case Study Liz: Stage 1 & 2
- Case Study Susan: Stage 1 & 2

Live Friday Zoom Session:
Zoom Training: IHW Coaching Process – Stage 1
Friday 11/19/2021: 9:00am – 1:00pm MST (AZ)
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 4: 11/22/2021 Thanksgiving; Native American Heritage Day (holidays) – Nov 25-26, 2021

Online Courses:
- Coaching Skills: Affirmations

Week 5: 11/29/2021

Online Courses:
- Coaching Skills: Sustain & Change Talk

Live Friday Zoom Session:
Zoom Training: IHW Coaching Process – Stage 2
Friday 12/3/2021: 9:00am – 1:00pm MST (AZ)
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

Self-Care: Core Areas Report Due Dec 5, 2021

Week 6: 12/6/2021
Online Courses:
- **Self-Care: SMART Goal and Action Steps**
- **Coaching Process: Stage 3**

**Live Friday Zoom Session:**
Zoom Training: IHW Coaching Process – Stage 3
Friday 12/10/2021: 9:00am – 1:30pm MST (AZ)
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 12, 2021**

**UNIT 2: Dec 13, 2021 – Jan 30, 2022 (7 Weeks)**

**Week 1: 12/13/2021**
**Online Courses:**
- Coaching Strategies: Complex Reflections
- Coaching Process: Stage 4

**Live Friday Zoom Sessions:**
Zoom Training: MI Strategies -advanced practice PART 1: Change/Sustain Talk; Affirmations
Friday 12/17/2021: 8:00am – 10:00am MST (AZ)
TIME ZONES: 7:00am-9:00am PST/8:00am – 10:00am MST/9:00am-11:00am CST/10:00am-12:00pm EST; 3:00pm-5:00pm IRELAND

Zoom Training: MI Strategies -advanced practice PART 2: Complex Reflections
Friday 12/17/2021: 10:20am – 12:20pm MST (AZ)
TIME ZONES: 9:20am-11:20am PST/10:20am – 12:20pm MST/11:20am-1:20pm CST/12:20-2:20pm EST; 5:20pm-7:20pm IRELAND

**Week 2: 12/20/2021** Christmas (Dec 24 – 25, 2021 AWCIM Closed)

**WEEK OFF**

**Week 3: 12/27/2021** New Year’s Holiday (Dec 31, 2021 AWCIM Closed)

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

**Week 4: 1/3/2022**
Live Monday OR Friday Zoom Session:
Zoom Training: Health Coach Process - Putting it all together (Stage 1, 2, and 3)
Based on assignment, students will attend scheduled session for either A or B.

GROUP A (Pre-Assigned) – Max 15 Students - Monday 1/03/22
TIME ZONES: 8:00am-12:30pm PST/9:00am-1:30pm MST (AZ)/10:00am-2:30pm EST/11:00am-3:30pm IRELAND

GROUP B (Pre-Assigned) – Max 15 Students - Friday 1/07/22
TIME ZONES: 8:00am-12:30pm PST/9:00am-1:30pm MST (AZ)/10:00am-2:30pm CST/11:00am-3:30pm EST

Week 5: 1/10/2022

Live Friday Zoom Session:
TEAM PRACTICE: Initial Sessions Practice
Friday 1/14/2022: Team Times Below (4.5 hours)
- Candace’s Team (ET, USA): 8am – 12:30pm EST/1pm-5:30pm Ireland
- De Anne’s Team (MT-AZ, USA): 8am – 12:30pm MST
- Kathy’s Team (ET, USA): 9am – 1:30pm EST/2pm-6:30pm Ireland
- Paul’s Team (CT, USA): 9am-1:30pm PST/10am-2:30pm MST/11:00am – 3:30pm CST/12pm – 4:30pm EST
- Rosanna’s Team (CT, Costa Rica): 7:30am – 12pm CST/8:30am – 1pm EST

Reflection Assignment for Team Practice: Initial Sessions Practice Due January 15, 2022

Week 6: 1/17/2022

Live Friday Zoom Session:
TEAM PRACTICE: Initial Sessions Practice
Friday 1/21/2022: Team Times Below (4.5 hours)
- Candace’s Team (ET, USA): TBD – Different DATE/TIME
- De Anne’s Team (MT-AZ, USA): 8am – 12:30pm MST
- Kathy’s Team (ET, USA): 9am – 1:30pm EST/2pm-6:30pm Ireland
- Paul’s Team (CT, USA): 9am-1:30pm PST/10am-2:30pm MST/11:00am – 3:30pm CST/12pm – 4:30pm EST
- Rosanna’s Team (CT, Costa Rica): 7:30am – 12pm CST/8:30am – 1pm EST

Reflection Assignment for Team Practice: Initial Sessions Practice Due January 22, 2022

Online Courses:
- Peer Practice Prep (instructions)

Week 7: 1/24/2022

Live Friday Zoom Sessions:
Zoom Training: Stage 4 - Lessons Learned
Friday 1/28/2022: 9:15am – 10:45am MST (AZ)
TIME ZONES: 8:15-9:45am PST/9:15-10:45am MST/10:15am-11:45pm CST/11:15am-12:45pm EST; 4:15-5:45pm IRELAND

Zoom Training: Closing a Coaching Relationship
Friday 1/28/2022: 11:00am – 12:15pm MST (AZ)
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
Friday 1/28/2022: Morning and Afternoon Options
MORNING OPTION: 8:00am – 9:00am MST (AZ)
TIME ZONES: 7:00-8:00am PST/8:00-9:00am MST/9:00-10:00am CST/10:00-11:00am EST; 3:00pm-4:00pm IRELAND
AFTERNOON OPTION: 12:30 pm – 1:30pm MST (AZ)
TIME ZONES: 11:30-12:30pm PST/12:30pm – 1:30pm MST/1:30-2:30pm CST/2:30-3:30pm EST; 7:30-8:30pm IRELAND

UNIT 3: January 31 – March 27, 2022 (8 Weeks)
Week 1: 1/31/2022

Online Courses:
- Team Practice Stage 4 - Prep (instructions only)

TEAM PRACTICE STAGE 4: Follow-Up 1
Friday 2/4/2022 Team Times Below (3.5 hours)
- Candace’s Team (ET, USA): 8am – 11:30am EST/1pm – 4:30pm Ireland
- De Anne’s Team (MT-AZ, USA): 8am – 11:30am MST
- Kathy’s Team (ET, USA): 9am – 12:30pm EST/2pm – 5:30pm Ireland
- Paul’s Team (CT, USA): 9am – 12:30pm PST/10am-1:30pm MST/11am-2:30pm CST/12pm-3:30pm EST
- Rosanna’s Team (CT, Costa Rica): 7:30am – 11am CST/8:30am – 12pm EST

Submit Coaching Practice by February 5, 2021 – Review feedback when available.

Week 2: 2/7/2022

PRACTICAL SKILLS ASSESSMENT – No Passing Score Required
Mentor-Supervised 1:1 – Initial Session 1 – Client 1
Complete between February 7th, 2022 – February 13th, 2022

Live Friday Zoom Session:
Zoom Training: Advanced Mind-Body Tools for Coaching
Friday 2/11/2022: 9:30 am – 12:30pm MST (AZ)
TIME ZONES: 8:30 – 11:30am PST/9:30am-12:30pm MST/10:30am-1:30pm CST/11:30am-2:30pm EST; 4:30pm-7:30pm IRELAND

Self-Care Report: Action Steps Progress: Due Feb 11, 2022
Based on your last Team Practice report on your action step plan and progress.

Week 3: 2/14/2022

Peer Practice 1
Complete Between 2/14/2022 - 2/20/2022

Live Friday Zoom Session:
TEAM PRACTICE STAGE 4: Follow-Up 2
Friday 2/18/2022: Team Times Below (3.5 hours)
- Candace’s Team (ET, USA): 8am – 11:30am EST/1pm – 4:30pm Ireland
- De Anne’s Team (MT-AZ, USA): 8am – 11:30am MST
- Kathy’s Team (ET, USA): 9am – 12:30pm EST/2pm – 5:30pm Ireland
- Paul’s Team (CT, USA): 9am – 12:30pm PST/10am-1:30pm MST/11am-2:30pm CST/12pm - 3:30pm EST
- Rosanna’s Team (CT, Costa Rica): 7:30am – 11am CST/8:30am – 12pm EST

Submit Coaching Practice by February 19, 2021—Review feedback when available.

Week 4: 2/21/2022

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: 2/21/2022 - 2/27/2022

Live Friday Zoom Session:
Zoom Training: Advanced Practice: Navigating Emotional Waters
Friday 2/25/2022: 9:00am – 12:00pm MST (AZ)
TIME ZONES: 8-11am PST/9-12pm MST/10am – 1pm CST/11am-2pm EST; 4-7pm IRELAND

Self-Care Report: Action Steps Progress: Due Feb 27, 2022
Based on your last Team Practice report on your action step plan and progress.

Week 5: 2/28/2022

Peer Practice 2
Complete Between 2/28/2022 – 3/06/2022
PRACTICAL SKILLS ASSESSMENT – No Passing Score Required
Mentor-Supervised 1:1 – Follow-up Session 1, Client 1
Complete between: 2/28/2022 – 3/06/2022

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.

Week 6: 3/07/2022

PRACTICAL SKILLS ASSESSMENT – No Passing Score Required
Mentor-Supervised 1:1 – Follow-up Session 1, Client 2
Complete between: 3/07/2022 - 3/13/2022

Live Friday Zoom Session:
Zoom Training: Professional Panel and Business Discussion
Friday 3/11/2022: 9:00am - 12:00pm MST (AZ)
TIME ZONES: 8-11am PST/9am – 12pm MST/10am-1pm CST/11am-2pm EST; 4pm-7pm IRELAND

Self-Care Report: Action Steps Progress 3: Due March 6, 2022

Non-supervised 1:1 Coaching Client Hours
MAX 5 Documented Hours Submitted

Week 7: 3/14/2022
*US Daylight Savings Starts March 13, 2022

Online Courses:
● Design Your Own Group Coaching
● Work on: Graduation Project (Due March 28th, 2022)

Live Friday Zoom Sessions:
Zoom Training: Group Coaching – An Introduction
Friday 3/18/2022: 8:30am – 10:00am PDT (AZ)
TIME ZONES: 8:30-10:00am PDT/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
Friday 3/18/2022: 10:15am – 11:45am PDT (AZ)
TIME ZONES: 10:15-11:45am PDT/11:15-12:45pm 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: 3/21/2022
*Ireland Daylight Savings Starts March 27th, 2022

Online Courses:
- Work on: Graduation Project (Due March 28th, 2022)
- SCHEDULE MITI 2 COMING UP IN UNIT 4

Live Friday Zoom Session:
Zoom Training: Group Coaching Practice
Friday 3/25/22: 8:30am – 12:30pm PDT (AZ)
TIME ZONES: 8:30am-12:30pm PDT/9:30am – 1:30pm MDT/10:30am-2:30pm CDT/11:30am-3:30pm EDT; 3:30pm-7:30pm IRELAND

Non-supervised 1:1 Coaching Client Hours
MAX 5 Documented Hours Submitted

UNIT 4: March 28 - April 24, 2022 (4 Weeks)

Week 1: 3/28/2022

Online Courses:
- Self-Care Wrap-up
  - Self-Care Wrap Up Report Due April 3rd, 2022
- Final Exam Study Guide Released
  Review exam study guide PDF and prepare for your final exam.

PRACTICAL SKILLS ASSESSMENT – Required Passing
Mentor-Supervised 1:1 – FINAL Follow-up Session, Client 1 OR 2
Complete between: 3/28/22 - 4/3/22

Graduation Project DUE March 28th, 2022
Final PASSING Score Required for Graduation. Revisions requested if passing score is not achieved.

PRACTICAL SKILLS ASSESSMENT – Required Passing
MITI 2 schedule/complete: 3/28/2022 - 4/1/2022
Final Score of 74% or better Required for Graduation. Retake options if passing score is not achieved.
Non-supervised 1:1 Coaching Client Hours
MAX 10 Documented Hours Submitted

Week 2: 4/4/2022

**PRACTICAL SKILLS ASSESSMENT – Required Passing**
LIVE EVAL: NON-TEAM SUPERVISOR - Initial Session, AWCIM Client Volunteer provided
Student schedule assigned. 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 18, 2022
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: 4/11/2022

Holidays: 4/15/22 Good Friday 4/16/22 Passover (1), 4/17/22 Easter

Placeholder for any necessary assessment retakes.

Non-supervised 1:1 Coaching Client Hours
MAX 5 Documented Hours Submitted

Week 4: 4/18/2022

Online Program Evaluation Due April 24, 2022
Students provide online feedback on all aspects of the program.

Zoom Class: Program Wrap-up and Closing Ceremony
Friday 4/22/2022: 8:30am – 11:00am PDT (AZ)
TIME ZONES: 8:30-11am PDT/9:30am-12pm MDT/10:30am-1pm CDT/11:30am-2pm EDT; 4:30pm-7pm IRELAND

Non-supervised 1:1 Coaching Client Hours
MAX 10 Documented Hours Submitted
REMAINING COACHING HOURS DOCUMENTATION:
April 25, 2022 – October 24, 2022

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 65 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 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 the Fall 2022 exam, you must have your hours complete and verified (in addition to the other program requirements) by July 10th, 2022 to ensure you can apply in that window.
https://nbhwc.org/become-a-board-certified-coach/

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