Integrative Health & Wellness Coaching
Graduating Class of 2022 Fall

The following is a tentative weekly schedule for this IHW Coaching class that runs **May 2, 2022 – Oct 30, 2022**. 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: May 2 – 8, 2022 (1 Week)**

**Week 1: 5/2/2022**

**Online Courses:**

- **Program Orientation**
- **Introduction to Integrative Health & Wellness Coaching**
- **Self-Care: Attitudes of Mindfulness**
  - Self-Care Report **Due 5/8/2022**
- **Comparing Coaching**
- **Optional** Course Review: Intro to MI

**Live Friday Zoom Sessions: 5/6/2022**
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

**Self-Care: Attitudes of Mindfulness Report Due May 8, 2022**

**UNIT 1: May 9, 2022 - June 19, 2022 (6 Weeks)**

**Week 1: 5/9/2022**

**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 5/22/2022**
- **MITI 1 (instructional)**
  - Sign up for 30 minute Baseline MITI Capture: 5/16/2022 - 5/20/2022
Live Friday Zoom Sessions: 5/13/2022
Zoom CLASS: IHW Coaching Process Introduction & Demonstration
8:30am – 11:00am PDT (AZ-MST)
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

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

Week 2: 5/16/2022
Online Courses:
- Coaching Relationships: Skills Overview
- Reflective Listening
- Coaching Process: Stage 2

Zoom: MITI 1 – Baseline Capture
Participate in a 30-minute MI-based conversation around a behavior change during the time slot you signed up for. Students will take turns facilitating the conversation. Recorded and submitted for MITI baseline score. Time Slots: 5/16/2022 - 5/20/2022

Live Friday Zoom Sessions: 5/20/2022
Zoom CLASS: MI Strategies
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; 4:30pm-6pm IRELAND

Zoom CLASS: Ethics, Professional Standards & Scope of Practice discussion
10:30am – 11:30am PDT (AZ) TIME ZONES: 10:30-11:30am PDT/11:30am-12:30pm MDT/12:30-1:30pm CDT/1:30-2:30pm EDT; 6:30-7:30pm IRELAND

Zoom CLASS: Record Keeping: Confidentiality, Note taking, and Note keeping
11:45am – 12:45pm PDT (AZ) TIME ZONES: 11:45am-12:45pm PDT/12:45-1:45pm MDT/1:45-2:45pm CDT/2:45-3:45pm EDT; 7:45-8:45pm IRELAND

Self-Care: Vision-MAP Report Due May 22, 2022
Week 3: 05/23/2022
Online Courses:
- Self-Care: Core Areas of Health
  - Self-Care Report Due June 5, 2022
- Case Study Liz: Stage 1 & 2
- Case Study Susan: Stage 1 & 2
- Coaching Skills: Affirmations

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

Memorial Day Weekend (U.S. Holiday) – May 28-30, 2022

Week 4: 5/30/2022
Online Courses:
- Coaching Skills: Sustain & Change Talk

  Live Friday Zoom Session:
  Zoom Training: IHW Coaching Process – Stage 1
  Friday 06/03/2022: 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; 4:30-8:30pm IRELAND

Self-Care: Core Areas of Health Report Due June 5, 2022

Week 5: 6/06/2022
Online Courses:
- Coaching Process: Stage 3

  Live Friday Zoom Session:
  Zoom Training: IHW Coaching Process – Stage 2
  Friday 6/10/2022: 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; 4:30-8:30pm IRELAND

Week 6: 6/13/2022
Online Courses:
- Coaching Strategies: Complex Reflections
- Self-Care: SMART Goal and Action Steps
  - Self-Care Report Due June 19, 2022

  Live Friday Zoom Session:
  Zoom Training: IHW Coaching Process – Stage 3
Self-Care: SMART Goal and Action Steps Due June 19, 2022

UNIT 2: June 20, 2022 – July 31, 2022 (6 Weeks)
Week 1: 6/20/2022
Online Courses:
- Coaching Process: Stage 4

Live Friday Zoom Sessions:
Zoom Training: MI Strategies -advanced practice PART 1: Change/Sustain Talk; Affirmations
Friday 6/24/2022: 8:00am – 10:00am PDT (AZ)
TIME ZONES: 8:00-10:00am PDT/9:00 - 11:00am MDT/10:00am-12:00pm CDT/11:00am-1:00pm EDT;
6:00-8:00pm IRELAND

Zoom Training: MI Strategies -advanced practice PART 2: Complex Reflections
Friday 6/24/2022: 10:20am – 12:20pm PDT (AZ)
TIME ZONES: 10:20am-12:20pm PDT/11:20am – 1:20pm MDT/12:20-2:20pm CDT/1:20-3:20pm EDT;
6:20-8:20pm IRELAND

Week 2: 6/27/2022
Online Courses:
- Coaching Practice Hours (Instructional)
- Case Study: Follow-ups

Independence Day Weekend (U.S. Holiday) – July 2-4, 2022

Week 3: 7/04/2022
Live Wednesday OR Friday Zoom Session:
Zoom Training: Health Coach Process - Putting it all together (Stage 1, 2, and 3)
Students must hold both slots through the week, but will attend assigned session A or B.

GROUP A (Pre-Assigned) – Max 15 Students - Wednesday 7/06/2022
TIME ZONES: 8:30am-1:00pm PDT (AZ)/9:30am-2:00pm MDT/10:30am-3:00pm CDT/11:30am-4:00pm EDT; 4:30pm-9:00pm IRELAND

GROUP B (Pre-Assigned) – Max 15 Students - Friday 7/08/2022
TIME ZONES: 8:30am-1:00pm PDT (AZ)/9:30am-2:00pm MDT/10:30am-3:00pm CDT/11:30am-4:00pm EDT; 4:30pm-9:00pm IRELAND
Week 4: 7/11/2022

Live Friday Zoom Sessions:

Zoom Training: Stage 4-Lessons Learned
Friday 7/15/2022: 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; 4:30-6:00pm IRELAND

Zoom Training: Closing a Coaching Relationship
Friday 7/15/2022: 10:15am – 11:30am PDT (AZ)
TIME ZONES: 10:15-11:30am PDT/11:15-12:30pm MDT/12:15-1:30pm CDT/1:15-2:30pm EDT; 6:15-7:30pm IRELAND

Zoom Class: Competency Rubric Review and PSA Prep
Friday 7/15/2022: 1:00pm – 2:00pm PDT (AZ)
TIME ZONES: 1:00-2:00pm PDT/2:00-3:00pm CDT/3:00-4:00pm EDT; 8:00-9:00pm IRELAND

Week 5: 7/18/2022

Live Friday Zoom Session:
TEAM PRACTICE: Initial Sessions Practice
Friday 7/22/2022: Team Times Below (4.5 hours)
- Candace's Team (ET, USA): 9:00am – 1:30pm EDT/2:00pm-6:30pm Ireland
- D's Team (MT-AZ, USA): 8:00am – 12:30pm MDT
- Kathy's Team (ET, USA): 9:00am – 1:30pm EDT/2:00pm-6:30pm Ireland
- Paul's Team (CT, USA): 9:00am – 1:30pm CDT
- Rosanna's Team (CT, Costa Rica): 7:30am – 12:00pm CDT/8:30am – 1:00pm EDT

Reflection Assignment for Team Practice: Initial Sessions Practice
- Only students who coached, due within 24 hours

Week 6: 7/25/2022

Online Courses:
- Peer Practice Prep (instructions)

Live Friday Zoom Session:
TEAM PRACTICE: Initial Sessions Practice
Friday 7/29/2022: Team Times Below (4.5 hours)
- Candace's Team (ET, USA): 9:00am – 1:30pm EDT/2:00pm-6:30pm Ireland
- D's Team (MT-AZ, USA): 8:00am – 12:30pm MDT
- Kathy's Team (ET, USA): 9:00am – 1:30pm EDT/2:00pm-6:30pm Ireland
- Paul's Team (CT, USA): 9:00am – 1:30pm CDT
- Rosanna's Team (CT, Costa Rica): 7:30am – 12:00pm CDT/8:30am – 1:00pm EDT
Reflection Assignment for Team Practice: Initial Sessions Practice  
- Only students who coached, due within 24 hours

UNIT 3: August 01, 2022 – September 25, 2022 (8 Weeks)

Week 1: 8/01/2022

**Live Friday Zoom Session:**
TEAM PRACTICE STAGE 4: Follow-Up 1
Friday 8/5/2022: Team Times Below (3.5 hours)
- Candace’s Team (ET, USA): 9:00am – 12:30pm EDT/2:00pm – 5:30pm Ireland
- D’s Team (MT-AZ, USA): 8:00am – 11:30am MDT
- Kathy’s Team (ET, USA): 9:00am – 12:30pm EDT/2:00pm – 5:30pm Ireland
- Paul’s Team (CT, USA): 9:00am – 12:30pm CDT
- Rosanna’s Team (CT, Costa Rica): 7:30am – 11:00am CDT/8:30am – 12:00pm EDT

Reflection Assignment for Team Practice: Follow-up Sessions Practice  
- Only students who coached, due within 24 hours

Week 2: 8/08/2022

**PRACTICAL SKILLS ASSESSMENT** – No Passing Score Required  
Mentor-Supervised 1:1 – Initial Session 1 – Client 1  
Complete between August 8, 2022 – August 14, 2022

**Live Friday Zoom Session:**
Zoom Training: Advanced Mind-Body Tools for Coaching  
Friday 8/12/2022: 9:30 am – 12:30pm PDT (AZ)  
TIME ZONES: 9:30 – 12:30am PDT/10:30am-1:30pm MDT/11:30am-2:30pm CDT/12:30-3:30pm EDT; 5:30-8:30pm IRELAND

Self-Care Report: Action Steps Progress 1: Due August 12, 2022  
Based on your last Team Practice report on your action step plan and progress.

Week 3: 8/15/2022

**Live Friday Zoom Session:**
TEAM PRACTICE STAGE 4: Follow-Up 2  
Friday 8/19/2022: Team Times Below  
- Candace’s Team (ET, USA): 9:00am – 12:30pm EDT/2:00pm – 5:30pm Ireland  
- D’s Team (MT-AZ, USA): 8:00am – 11:30am MDT  
- Kathy’s Team (ET, USA): 9:00am – 12:30pm EDT/2:00pm – 5:30pm Ireland  
- Paul’s Team (CT, USA): 9:00am – 12:30pm CDT  
- Rosanna’s Team (CT, Costa Rica): 7:30am – 11:00am CDT/8:30am – 12:00pm EDT
Reflection Assignment for Team Practice: Follow-up Sessions Practice
- Only students who coached, due within 24 hours

**Week 4: 8/22/2022**

**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: 8/22/2022-08/28/2022

**Live Friday Zoom Session:**
Zoom Training: Advanced Practice: Navigating Emotional Waters
Friday 8/26/2022: 9:00am – 12:00pm PDT (AZ)
TIME ZONES: 9:00am-12:00pm PDT/10:00am-1:00pm MDT/11:00am – 2:00pm CDT/12:00-3:00pm EDT;
5:00-8:00pm IRELAND

**Self-Care Report: Action Steps Progress 2: Due August 26, 2022**
Based on your last Team Practice report on your action step plan and progress.

**Week 5: 8/29/2022**

Peer Practice 1
Complete Between 8/29/2022 – 9/04/2022

**PRACTICAL SKILLS ASSESSMENT** – No Passing Score Required
Mentor-Supervised 1:1 – Follow-up Session 1, Client 1
Complete between: 8/29/2022 – 9/11/2022

**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: 9/05/2022**

**PRACTICAL SKILLS ASSESSMENT** – No Passing Score Required
Mentor-Supervised 1:1 – Follow-up Session 1, Client 2
Complete between: 9/05/2022 – 9/18/2022

**Live Friday Zoom Session:**
Zoom Training: Professional Panel and Business Discussion
Friday 9/09/2022: 9:00am - 12:00pm PDT (AZ)
TIME ZONES: 9:00am-12:00pm PDT/10:00am – 1:00pm MDT/11:00am-2:00pm CDT/12:00-3:00pm EDT;
5:00-8:00pm IRELAND
Self-Care Report: Action Steps Progress 3: Due September 9, 2022

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

**Week 7: 9/12/2022**

**Online Courses:**
- Design Your Own Group Coaching
- Work on: Graduation Project (Due September 26th, 2022)

**Live Friday Zoom Sessions:**
Zoom Training: Group Coaching – An Introduction
Friday 9/16/2022: 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; 4:30-6:00pm IRELAND

Zoom Training: Group Coaching Facilitation
Friday 9/16/2022: 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; 6:15pm-7:45pm IRELAND

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

**Week 8: 9/19/2022**

**Online Courses:**
- Work on: Graduation Project (Due September 26th, 2022)
- SCHEDULE MITI 2 COMING UP IN UNIT 4

**Live Friday Zoom Session:**
Zoom Training: Group Coaching Practice
Friday 9/23/2022: 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; 4:30pm-8:30pm IRELAND

**Non-supervised 1:1 Coaching Client Hours**
MAX 5 Documented Hours Submitted
UNIT 4: September 26, 2022 – October 23, 2022 (4 Weeks)

Week 1: 9/26/2022

Online Courses:
- Self-Care Wrap-up
  - Self-Care Wrap Up Report Due October 2, 2022
- Final Exam Study Guide Released
  Review exam study guide PDF and prepare for your final exam.

Graduation Project DUE September 26, 2022
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: 9/26/2022 – 10/02/2022

PRACTICAL SKILLS ASSESSMENT – Required Passing
MITI 2 schedule/complete: 9/26/2022 – 9/30/2022
Final Score of 74% or better Required for Graduation. Retake options if passing score is not achieved.

Self-Care Report: Wrap Up: Due October 2, 2022

Non-supervised 1:1 Coaching Client Hours
MAX 10 Documented Hours Submitted

Week 2: 10/03/2022

PRACTICAL SKILLS ASSESSMENT – Required Passing
LIVE EVAL: NON-TEAM SUPERVISOR - Initial Session, AWCIM Client Volunteer provided
Complete between: 10/03/2022 – 10/07/2022
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 October 17th, 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: 10/10/2022**

Placeholder for any necessary assessment retakes.

**Non-supervised 1:1 Coaching Client Hours**
MAX 10 Documented Hours Submitted

**Week 4: 10/17/2022**

**Online Program Evaluation Due October 23, 2022**
Students provide online feedback on all aspects of the program.

**Zoom Class: Program Wrap-up and Closing Ceremony**
Friday 10/21/2022: 8:30am – 11:00am PDT (AZ)
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

**Non-supervised 1:1 Coaching Client Hours**
MAX 10 Documented Hours Submitted

**REMAINING COACHING HOURS DOCUMENTATION:**
**October 24th, 2022 – April 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 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 Spring 2023 exam, you must have your hours complete and verified (in addition to the other program requirements) by Dec 31st, 2022 to ensure you can apply in that window.

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

**Spring 2023 Exam**
*Must Fully Graduate Prior to Applying*
December 1, 2022 – January 31, 2023

**EXAM WINDOW**
May 1-15, 2023