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ICF ICF-ACC Exam Syllabus Topics:

Topic	Details
Topic 1	• Domain: Coaching Competencies, Strategies, and Techniques: This section measures the skills of Life Coaches in applying coaching competencies, strategies, and techniques. It includes knowledge of how to contract with clients, focusing on key elements of a coaching agreement. It also covers the ICF Core Competencies, goal setting, motivation, and a variety of coaching techniques, tools, and resources. This section ensures coaches are equipped to effectively support clients in achieving their goals.
Topic 2	• Domain: Coaching Ethics: This section of the exam measures the skills of Professional Coaches and covers knowledge of professional ethics codes, including understanding what constitutes a conflict of interest. It also evaluates awareness of relevant laws, regulations, and organizational policies related to confidentiality, such as identifying factors that may necessitate breaking confidentiality. This section ensures that coaches adhere to ethical standards and legal requirements.

Topic 3	• Domain: Definition and Boundaries of Coaching: This section evaluates the expertise of Coaching Consultants in understanding the definition of coaching and the coaching process. It includes differentiating coaching from related professions like therapy, counseling, mentoring, and consulting. Additionally, it covers knowledge of when and how to make appropriate referrals to mental health professionals and recognizing signs of mental health conditions that may hinder coaching progress. This section ensures coaches maintain clear boundaries and make informed decisions for client well-being.

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ICF Associate Certified Coach Sample Questions (Q85-Q90):

NEW QUESTION # 85
A sponsor hires a coach to work with a director. The director asks the coach to provide coaching to address a personal issue under a separate contract. What should the coach do as an ethical responsibility?

- A. Accept to deliver the same type of coaching between the two contracts
- B. Ensure that the sponsor does not pay for the director's personal coaching
- C. Decline the request for the personal coaching contract due to the limits of confidentiality
- D. Clarify the implications of both contracts to avoid possible conflicts of interest

Answer: D

Explanation:
The ICF Code of Ethics (Section 1.2) requires coaches to "clarify roles and responsibilities" in multi-party agreements, and Section 3.2 mandates disclosing conflicts of interest. Dual contracts (sponsor and personal) risk overlapping interests or confidentiality issues (Section 4). Let's assess:
* A. Clarify the implications of both contracts to avoid possible conflicts of interest: This ensures transparency and alignment (Competency 3), addressing potential conflicts ethically.
* B. Accept to deliver the same type of coaching between the two contracts: This ignores potential conflicts or confidentiality breaches between sponsor and personal goals.
* C. Ensure that the sponsor does not pay for the director's personal coaching: Payment source is secondary; the ethical issue is role clarity and conflicts, not just funding.
* D. Decline the request for the personal coaching contract due to the limits of confidentiality:
Declining isn't required if boundaries are clear; ICF allows multiple roles with disclosure (Section 1.2).
Option A fulfills the coach's ethical responsibility, per ICF standards.

NEW QUESTION # 86
Which coach behavior would be most likely to foster a trusting and safe environment?

- A. Asking questions that respect the client's identity, experiences, and beliefs
- B. Exploring beyond the current moment by inviting further discussion
- C. Establishing an agreement with the client about the coaching boundaries
- D. Regulating emotions to maintain focus on the client throughout the session

Answer: A

Explanation:

ICF Competency 5 ("Cultivates Trust and Safety") involves "creating a safe, supportive environment" by honoring the client's identity and perspectives, fostering trust (ICF Code of Ethics, Section 1.3). Let's analyze:

A . Asking questions that respect the client's identity, experiences, and beliefs: This directly builds trust and safety by valuing the client's uniqueness (Competency 5).

B . Exploring beyond the current moment by inviting further discussion: This aligns with Competency 7 ("Evokes Awareness"), not primarily trust-building.

C . Regulating emotions to maintain focus on the client throughout the session: This supports Competency 2 but is less direct in fostering a trusting environment.

D . Establishing an agreement with the client about the coaching boundaries: This (Competency 3) sets a foundation but isn't the most active trust-building behavior.

Option A most likely fosters trust and safety, per ICF's competency focus.

NEW QUESTION # 87

Nearing the end of a coaching session, the client has a very clear idea of the plan that he/she would like to implement. To help the client identify if they have all the support that they need in moving forward, the best response is:

- A. Remind the client that two horses pull more weight than one, and they need someone to help them implement their plan.
- B. Ask the client who will be their support.
- C. Offer to email the client daily until they have implemented the project.
- D. Help the client in assessing whether they have any areas that might need more support or still need to be addressed.

Answer: D

Explanation:
Option D aligns with Competency 8.2, "Partners to design goals, actions, and accountability measures," by collaboratively assessing support needs, fostering autonomy (Competency 8.3) and adhering to Ethics Section
1.1 (client-driven process).
Option A oversteps boundaries (Ethics Section 2.1). Option B assumes external support without exploration.
Option C imposes a metaphor and directive, missing partnership (Competency 2.2). D best ensures the client's plan is robust.
References: ICF Core Competencies (2.2, 8.2, 8.3); ICF Code of Ethics (1.1, 2.1).

NEW QUESTION # 88

Which type of listening involves attending to the client's words body language and tone at the same time?

- A. Active
- B. Explorative
- C. Basic
- D. Attentive

Answer: A

Explanation:
ICF Competency 6 ("Listens Actively") involves "focusing fully on what the client is saying and not saying, understanding the meaning in context," including verbal and non-verbal cues like tone and body language. Let's evaluate:

A . Basic: This implies minimal engagement, not attending to multiple cues (below Competency 6).

B . Attentive: This suggests focus but lacks the depth of interpreting body language and tone (less than Competency 6).

C . Active: This matches Competency 6, encompassing words, tone, and body language simultaneously.

D . Explorative: This aligns more with questioning (Competency 7), not listening.

Option C is the type of listening described, per ICF's definition of active listening.

NEW QUESTION # 89

Which is the most effective way to begin the goal setting process with a client who feels unsure of what they want their coaching goals to be?

- A. Ask the client for feedback on the first session and how to improve future sessions.
- B. Suggest the client ask people who are important to them what goals they should work on
- C. Work with the client to establish the purpose and value of the sessions

- D. Encourage the client to explore the pool and how things might have turned out differently

Answer: C

Explanation:
ICF Competency 3 ("Establishes and Maintains Agreements") requires coaches to clarify the coaching purpose and process, especially at the outset, to ensure alignment. For a client unsure of goals, starting with purpose provides direction (ICF Definition of Coaching). Let's review:
* A. Suggest the client ask people who are important to them what goals they should work on: This undermines client autonomy (ICF Code of Ethics, Section 1) and delays the coach-client exploration process.
* B. Work with the client to establish the purpose and value of the sessions: This aligns with Competency 3 and Competency 7 ("Evokes Awareness") by collaboratively grounding the client in why they're coaching, paving the way for goal clarity.
* C. Ask the client for feedback on the first session and how to improve future sessions: This is useful later but premature for goal-setting with an unsure client.
* D. Encourage the client to explore the pool and how things might have turned out differently:
(Assuming "pool" is a typo for "past") This risks a therapeutic focus on history, not coaching's future orientation (ICF Coaching Boundaries).
Option B is most effective, per ICF's framework for initiating goal-setting with clarity and purpose.

NEW QUESTION # 90
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