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>> ICF-ACC New Study Guide <<

ICF-ACC - Updated Associate Certified Coach New Study Guide

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ICF ICF-ACC Exam Syllabus Topics:

Topic	Details

Topic 1	<ul style="list-style-type: none"> • 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.
Topic 2	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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.

ICF Associate Certified Coach Sample Questions (Q41-Q46):

NEW QUESTION # 41

Which adjectives best reflect the competency Embodies a Coaching Mindset?

- A. Open curious, and flexible
- B. Focused, task-oriented and professional
- C. Decisive, agreeable and observant
- D. Careful, prepared and purposeful

Answer: A

Explanation:

ICF Competency 2 ("Embodies a Coaching Mindset") describes a coach who is "open to not knowing, curious about the client's perspective, and flexible in adapting to the client's needs." This mindset prioritizes a non-judgmental, exploratory stance over rigidity or task focus. Let's evaluate:

* A. Focused, task-oriented, and professional: While professionalism matters, "task-oriented" suggests a directive approach, misaligned with the client-centered curiosity of Competency 2.

* B. Decisive, agreeable, and observant: "Decisive" implies control, and "agreeable" may suggest pleasing rather than challenging, both inconsistent with the exploratory nature of a coaching mindset.

* C. Careful, prepared, and purposeful: These are positive traits, but "careful" and "prepared" imply caution and structure over the openness and adaptability central to Competency 2.

* D. Open, curious, and flexible: These directly reflect Competency 2's emphasis on being receptive, inquisitive, and adaptable, fostering a mindset that supports client growth (ICF Code of Ethics, Section

1).

Option D best captures "Embodies a Coaching Mindset," per ICF's competency definition.

NEW QUESTION # 42

Which is the most important indicator for a coach to consider when deciding whether to refer a client to therapy?

- A. How much the client's symptoms interfere with their daily functioning
- B. Whether the client feels stuck and unable to make further progress
- C. Whether the client lacks direction and purpose in their life
- D. The extent to which self-limiting beliefs may be holding the client back

Answer: A

Explanation:

ICF Coaching Boundaries exclude mental health treatment, and the ICF Code of Ethics (Section 2.5) requires referral when issues

exceed coaching's scope. The key indicator is the impact on daily functioning, suggesting a clinical need. Let's analyze:

A . How much the client's symptoms interfere with their daily functioning: Significant interference indicates a mental health issue (e.g., depression), warranting therapy (ICF Coaching Boundaries).

B . Whether the client lacks direction and purpose in their life: This is coachable (Competency 8), not inherently a therapy issue.

C . The extent to which self-limiting beliefs may be holding the client back: This is within coaching's scope (Competency 7), not requiring referral.

D . Whether the client feels stuck and unable to make further progress: Feeling stuck is coachable unless linked to mental health symptoms (Competency 8).

Option A is the most important indicator, per ICF boundaries.

NEW QUESTION # 43

A coach should refer a client to seek help from a non-coaching professional when the client

- A. wants help building better relationships
- **B. requests guidance in determining which employees should lose their jobs**
- C. seeks confidence and clarity during a career change
- D. needs support navigating a transitional period in their life

Answer: B

Explanation:

The ICF Code of Ethics (Section 2.5) mandates referral to other professionals when client needs exceed coaching's scope, which is limited to supporting personal and professional growth, not providing expert advice or managing organizational decisions (ICF Coaching Boundaries). Let's analyze:

A . Needs support navigating a transitional period in their life: This fits coaching's scope (ICF Definition of Coaching), supporting transitions through goal-setting and awareness (Competency 8).

B . Requests guidance in determining which employees should lose their jobs: This requires expertise in HR or management consulting, not coaching, as it involves directive advice and third-party impact, exceeding ICF boundaries (ICF Code of Ethics, Section 2.3). Referral to a consultant or HR professional is appropriate.

C . Wants help building better relationships: This is within coaching's domain, focusing on personal skills and growth (Competency 8), not requiring referral.

D . Seeks confidence and clarity during a career change: This aligns with coaching's purpose of enhancing potential and decision-making (ICF Definition of Coaching), not necessitating referral.

Option B warrants referral, as it falls outside ICF's non-directive, growth-focused scope.

NEW QUESTION # 44

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

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

Answer: B

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 # 45

After your client has shared this pattern and has expressed a desire to change and come up with a plan to implement this change, the

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