

# ICF-ACC Certification Materials & Exam ICF-ACC Pattern

## 3 Types of ICF Certifications

Comparison of the ACC, PCC, and MCC requirements

Requirement	ACC	PCC	MCC
1 Coach-specific education hours	60	125	200
2 Coaching experience (hours)	100	500	2,500
3 Number of clients	8	25	35

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## Exam ICF-ACC Pattern | Certification ICF-ACC Exam Infor

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## ICF Associate Certified Coach Sample Questions (Q20-Q25):

### NEW QUESTION # 20

After making initial progress between sessions, your client is now at a point where they are stuck and feel like they are moving backwards. The worst response is:

- A. Tell the client that they need to stick to their decision and try harder.
- B. Ask the client questions about what this is helping them understand or learn about themselves, their process, or the situation.
- C. After hearing the situation, kindly suggest what the client might be learning about being stuck.
- **D. Remind the client that they will fail long term if they don't have better support.**

**Answer: D**

Explanation:

Option C is the worst because it uses fear-based language ("will fail") and assumes a need for support, violating Competency 4.1 (safe, non-judgmental environment) and Ethics Section 2.2 (avoiding bias). It undermines partnership (Competency 2.2) and the ICF Definition of Coaching by imposing the coach's narrative.

Option A directs but isn't as threatening. Option B (best, see Question 21) empowers. Option D suggests but remains gentle. C most severely disrupts trust and autonomy.

References: ICF Core Competencies (2.2, 4.1); ICF Code of Ethics (2.2); ICF Definition of Coaching.

### NEW QUESTION # 21

How should a coach proceed if the coach has concerns about a client's mental health but does not believe the client is in immediate danger?

- A. Recommend that the client end coaching to focus on their mental health.
- B. Call emergency services as a precaution.
- **C. Share the concerns with the client's closest family member.**
- D. Consult with a therapist to discuss the client's behavior.

**Answer: C**

Explanation:

The ICF Code of Ethics (Section 2.5) requires coaches to "refer clients to other professionals when appropriate," such as when mental health concerns arise outside coaching's scope (ICF Coaching Boundaries). If there's no immediate danger, the coach continues within their role while suggesting support. The options provided seem misaligned, so I'll interpret based on ICF standards:  
A. Call emergency services as a precaution: This is unnecessary without immediate danger (ICF Code of Ethics, Section 4.3), overstepping the situation described.

B. Consult with a therapist to discuss the client's behavior: This breaches confidentiality without client consent (ICF Code of Ethics, Section 4) and exceeds the coach's role.

C. Share the concerns with the client's closest family member: This also breaches confidentiality unless harm is imminent (ICF Code of Ethics, Section 4.3), making it incorrect here.

D. Recommend that the client end coaching to focus on their mental health: Ending coaching isn't required; the coach can continue within scope while referring out (ICF Definition of Coaching).

### NEW QUESTION # 22

Which best reflects the meaning of the term "conflict of interest" as it relates to the ICF Code of Ethics?

- **A. The coach serves one of their own interests that works against one of the client's interests**
- B. The client has so many interests that it becomes a challenge to identify clear coaching goals
- C. The coach and the client cannot agree on what will serve as the client's best interest during the coi
- D. The interests expressed by the client have the potential to work against the coach's plan for the session

**Answer: A**

Explanation:

The ICF Code of Ethics (Section 3.1) defines a conflict of interest as "a situation in which a coach has a private or personal interest sufficient to appear to influence the objective exercise of their professional duties." It's about the coach's competing interests, not the client's. Let's analyze:

\* A. The client has so many interests that it becomes a challenge to identify clear coaching goals:

This is a coaching challenge, not a conflict of interest per ICF's definition.

\* B. The coach and the client cannot agree on what will serve as the client's best interest during the coi: (Assuming "coi" is "coaching") This is a disagreement, not a conflict of interest involving the coach's personal gain.

\* C. The coach serves one of their own interests that works against one of the client's interests: This matches Section 3.1, where a

coach's personal agenda (e.g., financial gain) undermines client needs, requiring disclosure (Section 3.2).

\* D. The interests expressed by the client have the potential to work against the coach's plan for the session: This is a misalignment of goals, not a conflict of interest tied to the coach's personal benefit.

Option C best reflects ICF's definition of a conflict of interest.

### NEW QUESTION # 23

Which is typically specified as a responsibility of the coach in a coaching agreement?

- A. Describing the services the coach will provide to the client
- B. Determining what information is considered confidential
- C. Specifying how long the coaching relationship will last
- D. Clarifying the conditions under which the coaching goals should change

**Answer: A**

Explanation:

The ICF Code of Ethics (Section 1.1) mandates that coaches "create an agreement/contract regarding the roles, responsibilities, and rights of all parties involved" before beginning a coaching relationship. A key responsibility of the coach in this agreement is to clearly outline the nature and scope of services provided, ensuring transparency and alignment with the client's expectations (ICF Competency 3: "Establishes and Maintains Agreements"). Let's evaluate the options:

A . Describing the services the coach will provide to the client: This is explicitly required by ICF standards. The coaching agreement must detail what coaching entails (e.g., frequency, format, process), distinguishing it from other services like consulting or therapy (ICF Code of Ethics, Section 1.2). This fosters trust and clarity, per Competency 5 ("Cultivates Trust and Safety").

B . Determining what information is considered confidential: While confidentiality is critical (ICF Code of Ethics, Section 4), it is a mutual understanding shaped by legal and ethical standards, not solely the coach's responsibility to "determine." It's typically addressed jointly in the agreement.

C . Clarifying the conditions under which the coaching goals should change: Goal-setting is a collaborative process (ICF Competency 3), and while conditions for change may be discussed, this is not typically specified as the coach's unilateral responsibility in the agreement.

D . Specifying how long the coaching relationship will last: Duration may be included in the agreement, but it's not universally required and often depends on client needs or mutual agreement, making it less fundamental than describing services.

Option A is the most accurate, as it reflects the coach's core responsibility under ICF guidelines to define the coaching services explicitly in the agreement.

### NEW QUESTION # 24

Which best reflects a plan of action that is likely to be successful?

- A. Try as hard as they can to become a top executive
- B. Complete a report two weeks ahead of schedule
- C. Put more effort into their work so the boss is impressed
- D. Take longer lunch breaks when they have the time

**Answer: B**

Explanation:

ICF Competency 8 ("Facilitates Client Growth") emphasizes creating actionable, specific, and measurable plans to support client success. A successful action plan aligns with the client's goals and is realistic and time-bound (ICF Definition of Coaching). Let's evaluate:

A . Try as hard as they can to become a top executive: This is vague, lacks specificity, and isn't time-bound, making success hard to measure or achieve (Competency 8).

B . Complete a report two weeks ahead of schedule: This is specific, measurable, achievable, and time-bound, reflecting an effective action plan per ICF standards for facilitating growth.

C . Take longer lunch breaks when they have the time: This lacks purpose or alignment with professional goals and isn't a clear plan for success (ICF Code of Ethics, Section 1).

D . Put more effort into their work so the boss is impressed: This is vague and subjective, missing the clarity and structure ICF action plans require.

Option B best reflects a successful plan, per ICF's focus on actionable outcomes.

