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ICF ICF-ACC Exam Syllabus Topics:

Topic	Details
Topic 1	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 2	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 3	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.

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ICF Associate Certified Coach Sample Questions (Q19-Q24):

NEW OUESTION #19

Which adjectives best reflect the competency Embodies a Coaching Mindset?

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

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 #20

A client tells their coach that they are struggling to sleep and are having nightmares about a past event they experienced Which is the best action for the coach to take?

- A. Contact a health provider for the client so the coach and health provider can collaborate on the client's case.
- B. Modify the coaching agreement to address the client's struggles with the problems resulting from this past event
- C. Continue coaching the client but recommend they see a mental health professional about these symptoms
- D. Stop coaching until the client stops experiencing sleeping issues and nightmares from the past event

Answer: C

Explanation:

The ICF Coaching Boundaries distinguish coaching from therapy, stating that coaching does not address mental health conditions like trauma or sleep disorders. The ICF Code of Ethics (Section 2.5) requires coaches to "refer clients to other professionals when appropriate" if issues fall outside their scope. Let's evaluate:

- A . Continue coaching the client but recommend they see a mental health professional about these symptoms: This balances the coach's role in supporting the client's goals (ICF Competency 8) while adhering to ethical boundaries by referring out for nightmares and sleep issues, which suggest unresolved trauma (ICF Code of Ethics, Section 2.5).
- B. Stop coaching until the client stops experiencing sleeping issues and nightmares: Ceasing coaching entirely isn't required unless the client's condition prevents engagement. ICF encourages maintaining the relationship within its scope (ICF Definition of Coaching).
- C. Modify the coaching agreement to address the client's struggles with the problems resulting from this past event: This crosses into therapy by addressing past trauma, violating ICF boundaries and Competency 3 ("Establishes and Maintains Agreements").
- D. Contact a health provider for the client so the coach and health provider can collaborate: This breaches confidentiality (ICF Code of Ethics, Section 4) unless the client explicitly consents, and collaboration exceeds coaching's non-therapeutic role. Option A is the best action, as it upholds ICF ethics and boundaries by continuing coaching within its scope while ensuring the client's mental health needs are addressed professionally.

NEW OUESTION #21

Which situation presents the strongest case for referring the client to a different coach?

- A. The client struggles to understand the coaching agreement
- B. The client feels stuck due to post emotional issues
- C. The coach and client realize they have conflicting value systems.
- D. The client changes their goals after the first few sessions

Answer: C

Explanation:

ICF Competency 5 ("Cultivates Trust and Safety") requires a foundation of mutual respect and trust, which can be compromised by irreconcilable value conflicts. Referral may be appropriate if the coach cannot remain objective (ICF Code of Ethics, Section 2.5). Let's analyze:

- A. The client feels stuck due to past emotional issues: This may warrant referral to therapy, not another coach, if it's outside coaching's scope (ICF Coaching Boundaries).
- B. The client changes their goals after the first few sessions: This is normal and manageable within coaching (Competency 3), not requiring referral.
- C . The coach and client realize they have conflicting value systems: Significant value clashes can hinder trust and impartiality (Competency 2), making referral to another coach the strongest case.
- D. The client struggles to understand the coaching agreement: This can be addressed through clarification (Competency 3), not referral.

Option C presents the strongest case for referral to another coach, per ICF standards.

NEW QUESTION #22

At which point in the coaching process should the coach explain the rules around confidentiality?

- A. Before scheduling o second session
- B. By the end of the first session
- C. After assessment are completed
- D. Before the coaching begins

Answer: D

Explanation:

The ICF Code of Ethics (Section 4.1) requires coaches to "explain and ensure that, prior to or at the initial meeting, my coaching client(s) understand the nature and limits of confidentiality." This must occur before coaching starts (Competency 3). Let's analyze:

- * A. Before the coaching begins: This aligns with Section 4.1 and Competency 3, ensuring clarity upfront.
- * B. By the end of the first session: This is too late; clients need to know limits before sharing (Section 4.2).
- * C. After assessments are completed: This delays critical disclosure, risking trust (Section 4).
- * D. Before scheduling a second session: This is after coaching begins, missing the ethical timing (Section 1.2). Option A is the correct point, per ICF's ethical standards.

NEW QUESTION #23

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. Suggest the client ask people who are important to them what goals they should work on
- B. Work with the client to establish the purpose and value of the sessions
- C. Encourage the client to explore the pool and how things might have turned out differently
- D. Ask the client for feedback on the first session and how to improve future sessions.

Answer: B

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 #24

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