



HOLISTIC COACH TRAINING INSTITUTE

Holistic Coach Continuing Education Program

Program Overview:

Welcome

M1: CCE Renewal Overview

M2: Updated Core Competencies Overview

M3: ICF Values Overview

M4: Minimum Skill Requirements

M5: Coach Supervision Overview

M6: Holistic Approach to the ICF Core Competencies

M7: Holistic Well-being Routine (Part 1)

M8: Holistic Well-being Routine (Part 2)

M9: PCC Credential Walk-through

Get Your Certificate (16 CC hours and 5.5 RD hours)

Total 21.5 hours

M10: Coaching Process Checklist

M11: Ethics Videos

M12: Coachability & Compatibility

M13: Coaching Process & Ethics

M14: 8 Dimensions of Wellness (Part 1)

M15: 8 Dimensions of Wellness (Part 2)

M16: Holistic Toolbox

Wrap-up

Get Your Certificate (11.5 CC and 7 RD)

Total 18.5 hours

Total 40 CCE hours - 27.5 Core Competencies and 12.5 RD

(Part 1)

Module Topic	Hours	Instructor	Description	CCE Category
Welcome	.25	Bev Sartain, PCC	Review, Reflect & Revise intentions	Not counted towards hours
M1: CCE Renewal Overview	1	Bev Sartain, PCC	Review the CCE renewal process	Core Competencies
M2: Updated Core Competencies Overview	1.5	Bev Sartain, PCC	Review the Updated Core Competencies	Core Competencies
M3: ICF Values Overview	1	Bev Sartain, PCC	Review ICF Values	Core Competencies
M4: Minimum Skill Requirements	3	Bev Sartain, PCC	Review ACC, PCC, MCC minimum skill requirements	Core Competencies
M5: Coach Supervision Overview	1	Bev Sartain, PCC	Review Coach Supervision process	Core Competencies
M6: Holistic Approach to the ICF Core Competencies	3	Bev Sartain, PCC	Review holistic approach and the Core Competencies	Core Competencies Resource Development
M7: Holistic Well-being Routine (Part 1)	5.5	Bev Sartain, PCC	Review well-being routine	Core Competencies Resource Development
M8: Holistic Well-being Routine (Part 2)	4.5	Bev Sartain, PCC	Review well-being routine	Core Competencies Resource Development
M9: PCC	1	Bev Sartain, PCC	Review PCC	Core

Credential Walk-through			credential	Competencies
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(Part 2)

Module Topic	Hours	Instructor	Description	CCE Category
M10: Coaching Process Checklist	1	Bev Sartain, PCC	Review coaching process	Core Competencies Resource Development
M11: Ethics Videos	1.5	Bev Sartain, PCC	Review ICF Ethics	Core Competencies
M12: Coachability & Compatibility	1	Bev Sartain, PCC	Review coachability and compatibility	Core Competencies
M13: Coaching Process & Ethics	4.75	Bev Sartain, PCC	Review Discovery Call Agreements Initial Session On-boarding	Core Competencies Resource Development
M14: 8 Dimensions of Wellness (Part 1)	5	Bev Sartain, PCC	8 Dimensions of Wellness	Core Competencies Resource Development
M15: 8 Dimensions of Wellness (Part 2)	4.5	Bev Sartain, PCC	8 Dimensions of Wellness	Core Competencies Resource Development
M16: Holistic Toolbox	.75	Bev Sartain, PCC	Review holistic exercises	Core Competencies Resource Development
Wrap-up	.25	Bev Sartain, PCC	Print final certificate	Not counted towards hours

Organization Info:

Holistic Coach Training Institute

6206 Sudbury Ave

Jacksonville, FL 32210

info@holisticcoachtraininginstitute.com

<https://holisticcoachtraininginstitute.com/>

Phone: 904.469.6009

Organization Description: The Holistic Coach Training Institute's mission is to empower professionals to become credentialed coaches so that they can live their highest potential while being of service aligned with their higher purpose. Holistic Coaching empowers "the whole person" to reach their full potential in all areas of their life encompassing the mental, emotional, physical, and spiritual levels. At the Holistic Coach Training Institute, our commitment is to provide you with online coach-specific training that will support you in developing effective coaching skills so that you can obtain an ICF coaching credential and establish a successful coaching business, if you so choose.. The Holistic Coach Certification Programs are officially approved as an accredited ICF (International Coaching Federation) as ACTP programs. This designation highlights the credibility of our programs and graduates within the coaching profession. The programs go beyond knowledge and theory into the practical and experiential space so that everyone can really grow and evolve personally and professionally during the coach education containers.

A message from our President and Lead Instructor regarding our approach: "Holistic Coach Training Institute sees you as whole, complete and resourceful right here, right now and believes you fully capable of coming up with your own creative solutions while being supported by the coaching partnership. We experience you as the authority in your own life and enjoy collaborating in a co-creative process that supports you in honing in on the beliefs, values and strengths that enhance your potential both personally and professionally." -Beverly Sartain, PCC.

Contact Information:

Beverly Sartain

info@holisticcoachtraininginstitute.com

Phone: (904) 469-6009

Program Description:

Comprehensive asynchronous 40-hour Holistic Coach Continuing Education Program that sets you up to earn all of the necessary CCE units needed for your ICF credential renewal while reviewing, reflecting and revising your skills and coaching process around the ICF standards and ethics and a holistic approach.

Program Delivery Method:

Asynchronous Learning. Program delivered in English. Perfect for ICF credentialed Coaches who need to earn CCE hours and professionals working towards credentialing.

Learning objectives include:

- >> Earn necessary CCE hours for credential renewal

- >> Strengthen professional level coaching skills by training on the ICF Ethics and Standards and a holistic approach.

- >> Review, reflect and revise in order to enhance Coach's skills and delivery of the coaching process.

Requirements students must meet to receive a certificate of completion:

Students must review materials for each Module, reflect on the materials and revise (if needed). Each Module has 3 questions that the student must answer to move onto the next Module. A certificate is provided halfway through the program so that not all hours must be complete to receive

documentation of completed hours.. Another certificate is provided upon final completion of all Modules. Total 40 CCE hours - 27.5 Core Competencies and 12.5 RD

How student attendance is monitored:

Our learning portal and system keeps track of certificate completion.

Location(s) and date(s) the training will be delivered:

This program is evergreen and asynchronous so can be started and completed whenever the student so chooses.

Important links for learning portal:

Learning Portal Log-in: <https://members.holisticcoachtraininginstitute.com/login/>

Password help or issues with learning portal: requests@smd.help.com

Instructor Info:

Beverly Sartain, MA, CAP., PCC

Beverly Sartain is the President of the Holistic Coach Training Institute, where she trains aspiring coaches on coaching skills and business set-up. The Holistic Coach Certification Programs are ICF accredited programs that focus on a holistic approach to coaching. We see Clients as whole, complete and resourceful to create creative solutions to their challenges and issues. Additionally, Beverly provides individual and group coaching through her brand, Recovery Life Management. She received her B.S. from the University of Florida and an M.A. from the University of Santa Monica. During her ten-year career in nonprofits, she managed and developed domestic violence and co-occurring residential programs. Beverly is a Certified Alcohol and Drug Counselor. She has her PCC (Professional Coach Credential) from the ICF. Beverly enjoys helping professionals empower themselves around their skill set and online coaching business. She currently resides in Jacksonville, Florida with her husband Richard and their 4 rescue dogs. She can be contacted at info@holisticcoachtraininginstitute.com.

Policies of Payment and Refund of Investment:

The cost is a one time payment of \$500 for access to the program. Full refunds are issued if a notice to cancel is received within 3 days after initial payment is made. There are no refunds after 3 days from the time of initial payment. In order to qualify for a refund within the 3 day period, an email must be sent to info@holisticcoachtraininginstitute.com requesting cancellation. After the 3 day period, there are no refunds.

Access to materials:

Students will have access to the materials on an ongoing basis in the learning portal. Access is automatically granted when a student signs up for the CCE program through our website order form.

Upon completion:

Student needs to download their certificates and keep certificates to provide to the ICF for verification.. Should you need any further assistance, you can always reach out to us via email at info@holisticcoachtraininginstitute.com.