

A-CFHC and NBHWC Coaching Log

This log is for documenting coaching sessions you plan to submit for A-CFHC certification and NBHWC exam requirements. Sessions logged must meet the practice coaching client criteria, which states:

- The client cannot be a close friend, immediate family member, current classmate, or trained or certified coach.
- Sessions must be 75% coaching (versus education), and the coaching portion of the session must be at least 20 minutes long.

Each coaching session logged must include:

- A coded identity for your client to retain confidentiality. The document revealing which code represents which client should only be available to the coach.
- For group coaching sessions, log the time you spent with the group.
- The date of your coaching session.
- The length of your coaching session.
- The session # with your client. For example, if you have worked with Client X53 for six months and this was your fifth session, log “5.”
- A general overview of the topics discussed with your client.

Complete the log below and submit it when applying for A-CFHC certification and registering for the NBHWC certification exam.

- By checking this box I attest to conducting all client sessions logged below starting the day after I submitted a Practical Skills Assessment (PSA) that passed.

PSA Pass Date: _____

I attest that the coaching sessions logged below meet the stated A-CFHC and NBHWC requirements above.

Signature

Date



ADAPT
Health Coach

Coaching session	Client's coded ID#	Individual/Group (If group, list # of participants & session duration.)	Session date	Session length	Session # with client	Topics discussed during session
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2						
3						
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Completion of 25 logged sessions is required for A-CFHC certification.



ADAPT
Health Coach

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Completion of 50 logged sessions is required to sit for NBHWC exam.						