Mental Health Coaching

Part 5

POWERPOINTS, HANDOUTS, AND OTHER RESOURCES

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Part 5:

Business of Coaching

CONSULTATIONS, SCOPE OF PRACTICE, ADMIN

Factors in how long coaching takes

- How long each session is — longer sessions are exponentially faster
- How invested the client is in their recovery
- How much homework the client does between sessions
- How many goals the client has
- How severe the client’s emotions are

How many sessions and how long for each session?

David and several Level 5's – ONE 3-hour session

Expect longer for:

- New coaches (took me 1 year of practice and seeing clients just to learn the basics well)
- Short sessions 45min takes longer than 105min, both take much longer than 3hr power sessions!
- Clients with low emotion symptoms (breakthroughs are easier with higher numbers)
- Clients that dabble with their homework (spend less than 20min a day on it)

When coaching is time-limited

- Coaching can be offered in fixed formats (e.g., 6-week or 12-week packages)
- Fixed timelines require clearer expectations on *what success means*
- The structure of the package shapes the coaching focus:
  - Go with the flow
  - Structured plan

Decide how you will do coaching – choose a business model:

- Ministry / Outreach
- Start a business

Decide the structure of your coaching

- Online, phone, in person, or a combination
- Open-ended coaching vs a defined program
- Minimum number of sessions vs “as needed”
- Session length (45, 60 minutes, 105min, or longer)
  - Remember to block time between sessions for notes, transitions, etc.
  - Longer sessions = faster recovery (usually)
- Overall capacity (how many clients you can realistically take on)

Clarify practical and financial details

- Where you will practice:
  - In your home
  - Renting an office
  - Sharing space with another professional
- Fees and financial boundaries:
  - Set fees in advance
  - Offering free sessions to those in need
  - Discounted rates
- Define what "success" means: What does a successful coaching practice look like to you?

20min FREE Consultations

- Decide if coaching is a good fit
  - What info you need
  - What info does the client needs
  - Can you offer what the client wants
- Set expectations (yours and the clients)
- **Before the consultation**
  - Create a consult outline (Appendix)
  - Have referral sources ready

The First Session & Intake Form

- Confirm the coaching agreement and informed consent
- Review and clarify expectations
- Establish initial coaching goals
- Identify any red flags that need further exploration or referral
- Begin the coaching relationship using the 5 Secrets of Effective Communication

Termination of Coaching

- Relapse preparation recap
- Coaching is meant to end
- Termination supports client ownership and independence

When to plan a termination session

- The client has met their primary coaching goals
- The client is consistently using tools independently
- Financial or practical constraints arise
- The coach and client are not a good fit
- Another modality or provider would be more appropriate
- The coach is taking a leave or changing availability

Assessing Readiness for Termination

- Review progress and original goals
- Explore how the client is using tools independently
- Identify any unresolved or emerging issues
- Invite the client's perspective on readiness
- Normalize mixed emotions about ending

Termination session essentials

- Prepare the client in advance
- Use a termination survey or reflection tool
- Review progress and skills learned
- Discuss relapse prevention and future challenges
- Create a simple post-coaching plan
- Reinforce that tune-ups are always an option

Start here

Scope of Coaching

- **When Coaching Is Not Appropriate For:**
  - Active delusions or loss of contact with reality
  - Any client with conditions requiring specialized clinical treatment (a lack of function in everyday life)
  - Treating addictions or substance dependence
  - Advising on abusive situations, whether involving the perpetrator or the victim
  - Dealing with current suicidal ideation.

Out of Scope

- Its is ok to tell your client you are not the right fit for them and refer them to someone more in line with what they need.
- Have a list of professionals or support groups you can refer a person to for various issues.

Referrals

- Abide Network – trauma informed & trained SDA www.abide.network
- Feeling Good Institute – excellent track record with therapists/coaches all over the world www.feelinggoodinstitute.com
- Psychology Today

Suicide Assessment

- **Thoughts:** “Have you recently had thoughts about wanting to die or not wanting to be here?”
- **Hopelessness:** “How hopeful do things feel right now, on a scale from 0 to 10?”
- **Has a Plan:** “Do you have a plan? Have you thought about when or where?”
- **Has Means:** “Do you have the means to implement your plan?”

Suicide Prevention

- Hope: “What has helped you stay safe when things felt this bad before?”
- Support: “Who can we involve right now to support you and help keep you safe?”
- Call 911 and ask for ‘wellness check’ if client will not call the Crisis Line and you feel at all concerned!

HIGHLY recommend taking a course on Suicide Intervention

Severe Addictions

www.adventistrecovery.org

Mental Health Disorders

www.feeinggoodinstitute.com

local psychiatrist

Ethics, Privacy & Legal Basics

Legal Disclaimer for this Mental Health Coaching Program

This material is for general education only

This is not legal advice

Coaches should consult a lawyer familiar with local laws

When uncertain, choose the more conservative, client-protective option

Client Data Protection Principles

- Protect all client information, digital and physical
- Secure phones, computers, and accounts with passwords and basic security
- Do not leave notes, files, or screens unattended
- Store client files and worksheets securely (for example, paid Google Workspace with appropriate security settings)
- Use secure platforms for online coaching (such as Zoom, Calendly, or similar reputable services)
- Be discreet about client information outside of sessions
- Have a secure person to speak to (consultation, therapy, coaching for yourself)

Notes and Record Keeping (Why, Not How)

- Track progress, goals, and tools used to support continuity
- Protect both the client and the coach
- Record relevant written communication (emails, agreements, forms)
- Store and back up notes securely

Coaching Agreement & Informed Consent

- Signed coaching agreement before coaching begins
- Clear distinction between coaching, therapy, and consulting
- Explicit informed consent to coaching (what it is and what it is not)
- Clear roles, rights, responsibilities, and expectations
- Client’s right to terminate coaching at any time
- Written permission required for testimonials or references

Jurisdictional Awareness

- Coaching laws and expectations vary by location
- Business registration or licensing may be required
- Insurance considerations (such as professional liability)
- Avoid practicing in regulated professional domains
- Seek supervision or case consultation when unsure

Summary & Recap

LAST TIPS & SHORT RECAP

TEAM for Feeling Great Coaching!

- Testing: Regularly check whether the client feels heard and whether the session is on track.
- Empathy: Understand the client fully and connect with them to build a relationship.
- Agenda Setting: We clarify the client's goal while honoring and understanding their resistance.
- Methods: We use a variety of simple, structured tools to achieve healthy, realistic thinking.

Empathy: 5 Secrets

- Disarming Technique (agree and affirm)
- Thought & Feeling Empathy (use their key words)
- I Feel Statements (connect deeper)
- Stroking (encouragement, showing respect)
- Inquiry (favor open ended questions)

Agenda Setting

- 1. Invitation - ask the client if they are ready!
- 2. Mood Log - get specific about what they want to work on.
- 3. Positive Reframing - talk about challenges to change.
- 4. Pivot Question - how ready are they to move forward?
- 5. Process Resistance - are they ready to do the hard work?

Coaching Session by Session

First Session Outline:

- Go over BMS (lots of Empathy) - 5 to 10min
- Empathy, Empathy, Empathy - 10 to 45min
- Miracle Cure Question - 5 to 10min
- Empathy till the client feels 100% heard (10 to 60min, might take a couple sessions)
- Assign Homework (reading, podcast, etc.) - 5 min

- See Handout for the rest!

“Let all cultivate their physical and mental powers to the utmost of their ability, that they may work for God where His providence shall call them.”

Ministry of Healing p 149

We can’t do this alone!

- We need the Holy Spirit to have discernment.
  - Pray for the indwelling of the Holy Spirit.
  - Pray for knowledge & wisdom
- Study and learn.
- Be surrendered to God’s leading.

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Where to go from here?

- This was an introductory course, now you need to develop more skills.
- Practice, Practice, Practice.
- More deliberate training, WITH practice, not just more “knowledge”.

MORE in your Handout

- Common Coaching Stuck Points
- Resources list
- Appendix with handouts you can use with your clients.
- TEAM/Feeling Great Coaching Package maybe available, email me for your copy.

Resources

- Angela Poch feelinggreat@angelapoch.com
- Learn TEAM-CBT, get mentoring/supervision, have a case consultation, and training for coaches: www.teamcbt.ca
- FREE TEAMCBT Basics Course and other resources:

www.angelapoch.com/nad


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