



## **Health Coaches Australia & New Zealand Association Accredited Programs, Associate Programs, and the Equivalency Pathway**

Consideration of a request from a health & wellness coach program provider or developer, for recognition by HCANZA as an Accredited Program, Associate Program or Equivalency Pathway program is a three-phase process.

### **Phase One: Your consideration and completion of the Program Approval Preliminary Questions**

These questions will lead you through the required program criteria that we will consider should you proceed to formal program recognition.

We understand that a program recognition process requires a substantial investment of your time and resources. It is hoped that these questions will assist you to clarify the standards that will be applied and give you confidence in managing the second phase of the process.

### **Phase Two: Program Approval Application**

This phase of the process will require you to make a formal application through the website and pay an application fee that is non-refundable. The non-refundable program approval fee is AUD 500.

You will also be required to give a program accessor, complete access to your program details, materials and online content including videos, exams, etc. You will need to provide the professional qualifications of your faculty also. Each application will be reviewed on a case-by-case basis.

### **Phase Three: Approved Provider**

You will receive feedback on your program from the assessment process. The Board will consider the recommendations of the assessor and where appropriate approve your program for recognition and inclusion as an Accredited Program for HCANZA Professional Membership purposes.

Once the Board has approved your program an Approved Provider fee of AUD 1200 for 1 year, or AUD 2000 for 2 years prior to your course being listed on the website.

### **Phase One: Program Approval Preliminary Questionnaire:**

Your answers to the following series of questions will guide you in your initial deliberations as to the eligibility of your Health & Wellness Coach training program to be recognised as an Accredited Program for HCANZA, to be listed on our website, and recognise your students and graduates as being trained to a high standard and therefore eligible for Professional Membership and benefits of the Association.

Before you begin this process, we recommend you refer to the **Definitions** section of this document.



Please consider if your course:

1. Contains a minimum of 60 hours of learning in health and wellness coaching. 40 of the hours are live, synchronous learning and gives students the opportunity to experience peer to peer coaching around health and wellness goals with feedback from faculty members in real-time.
2. Students undertake a live practical assessment where they demonstrate foundational coaching concepts to a reasonable standard as set out by a defined check list that assessor will use that reflects core coaching competencies. They are assessed as pass/fail (see list of core competencies)
3. The facilitators of the 60 hours listed in Q1 above are qualified in health and wellness coaching from a program that also meets the above criteria, with a history of a minimum of two years' experience in coaching clients themselves.
4. Program faculty includes: 75% of its members holding a bachelor's or higher degree in an appropriate professional health field.
5. Contains a minimum of 40 hours of learning in healthy lifestyle (can be synchronous or asynchronous).

## Next Steps

Should you consider your program meets the criteria as outlined in the questions above, you can make a formal request through [admin@hcanza.org](mailto:admin@hcanza.org) to have your full program considered for recognition as outlined in the Phase Two description on the first page of this document.

If however, you are still uncertain as to the general standing of your program please contact us through [admin@hcanza.org](mailto:admin@hcanza.org) and we will set up a zoom conversation to further clarify any of the above requirements.

There is a one-off Program Approval application fee of AUD 500 that is due at the time of your application being submitted. These funds may be used to obtain an independent assessment of your program content and material. This assessment may be delivered by a 3<sup>rd</sup> party to ensure confidentiality and respect for the intellectual property you have invested in your program.

Once your program is approved there is an Approved Provider fee of AUD 1200 (for 1 year) or AUD 2000 (for 2 years) which allows listing on our website with direct links to yours. Should you choose not to be listed on the website, your graduates and students will nevertheless be recognised for Professional Membership of HCANZA.



## Definitions:

**Asynchronous:** faculty-constructed instruction using formats including, but not limited to:

- a. viewing narrated PowerPoints
- b. participating in web-based training
- c. watching webcasts or videos
- d. listening to or watching recorded coaching demonstrations

Asynchronous training student engagement to be demonstrated by including activities such as:

- a. providing answers to homework questions
- b. posting analysis, reviews, reports or summary presentations
- c. taking quizzes or exams
- d. posting on discussion boards

*Note: Time spent by students completing these asynchronous tasks is not part of the contact hours.*

**Foundational coaching concepts:** see NBHWC list attached

## Professional health field:

Includes - health coaching, integrative health, psychology, health promotion, health education, wellness, health management, clinical social work, counselling, marriage and family therapy, couples therapy, pastoral counselling, exercise physiology, kinesiology, nursing, medicine including psychiatry, osteopathic medicine, naturopathic medicine, chiropractic medicine, Traditional Chinese Medicine, dentistry, physiology, nutrition, dietetics, health care systems management, public health, yoga therapy, physical therapy, occupational therapy, or other official allied health fields.

**Synchronous:** faculty or instructor-led using a live format, which is defined as

- a. fully interactive and synchronous and
- b. which may include coaching skill and strategy demonstrations.