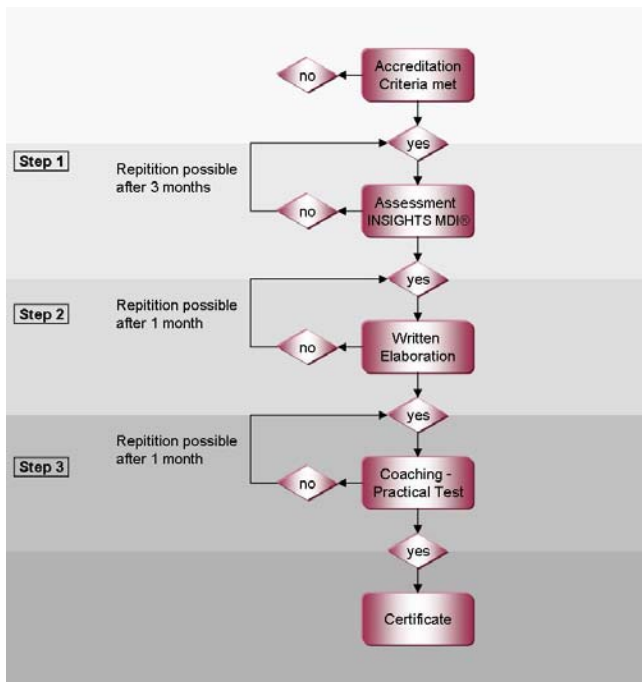


Quality Audit (QA)

The **Quality Audit (QA)** is used for the theoretical and practical proof of competence of a business coach or trainer.

This tool creates a valuable step 1 in our Quality Audit which is based on a specific benchmark.

form: Online Assessment
 time: 15-20 minutes
 result: report (30 pages) via e-Mail
 discussion: ½ h feedback



WRITTEN ELABORATION

The written elaboration provides the assessor with a first impression on the professional and methodical competency of the candidate in advance to the practical examination.

The following elements need to be taken into account:

1. Comprehension of Coaching
2. Practical Coaching Tools
3. Steps to ensure quality
4. The biggest coaching challenge
5. Development as Coach

ACCREDITATION CRITERIA MET

1. Minimum age required: 35 years
2. Certificate of completed coaching- or methodology-training including prove of training hours completed (>150 hours)
3. Academic degree (i.e. Bachelor, MBA , etc.)
 or
 5 years of professional experience as a Coach
 or
 5 years of professional experience as Manager including personnel responsibility.

ASSESSMENT ANALYSIS

We are working with INSIGHTS MDI® (Management Development Instruments).

INSIGHTS MDI® is a diagnosis system which evaluates personal profiles as well as profiles that meet special situation related requirements in a valid and reliable manner.

COACHING – PRACTICAL TEST

The practical test is based on the written elaboration and includes three successive steps monitored by two assessors:

1. **Coaching evaluation**
30 minutes of practical coaching.
2. **Methodical discussion**
20 minutes discussion regarding the coaching methods used and the follow-ups planned by the candidate.
3. **Feedback**
10 minutes feedback on the written elaboration, the coaching evaluation and the methodical discussion.

CERTIFICATE

The certificate - "Coach" (Coachkontor) - will be granted upon successful completion of the Quality Audit.