Certification Application Checklist

- Successfully complete the Mayo Clinic Wellness Coaching Training. Complete the Wellness Certification components listed below within two years of successful completion of the training.

- Complete and mail the Wellness Coach Certification Application and a non-refundable $400 Certification Application fee paid in full by check. You will receive exam information after the application and fees are received. The following components may be completed in any order: Wellness Certification Exam and Comprehensive Coaching Case form. Wellness Certification will be reviewed for approval when all components are received including the Signed Statement of Requirements.

- Successfully passed the certification exam within two years of completing the Mayo Clinic Wellness Coach Training.

- Utilized wellness coaching skills with minimum of four individual clients/patients (after completion of the Mayo Clinic Wellness Coach Training course).
  - A minimum of two of these clients must be seen for a total of at least six sessions within a 16-week period. One of these clients will need “Comprehensive Coaching Case” documentation.

- Complete the Comprehensive Coaching Case form.

- Completed a minimum of 50 hours of individual client/patient interaction (practice hours) utilizing wellness coaching skills.
  - A minimum of 20 of these hours must be considered follow-up hours.

- Complete the Signed Statement of Requirements form.

Return all application materials and payment to:
Mayo Clinic - Nicotine Education Program
Colonial Building 3-10
200 First Street SW
Rochester, MN 55905

Please be aware that you are not eligible for certification until the following steps are completed and/or received within 18 months of successful completion of the Mayo Clinic Wellness Coach Training.

1. Wellness Certification Application and $400 fee received.
2. Successful completion of the Wellness Certification Exam.
3. Comprehensive Coaching Case Form.
4. Practice hour requirements fulfilled.
5. Signed Statement of Requirements.

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