

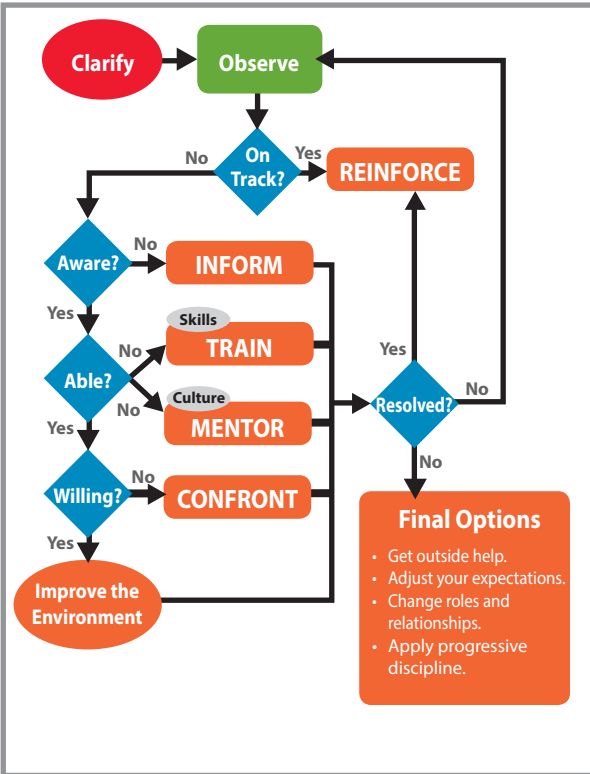
**TOOL**  
**4.5**

# Coaching Worksheet

## Side 1 - Diagnose

### 1: Headwork - Diagnose

Desired Situation (Goal)	Current Situation (Status)
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Individual Ability	Individual Motivation
Environmental Ability	Environmental Motivation

Match Your Approach to the Need:

<input type="checkbox"/> REINFORCE	<input type="checkbox"/> ENVIRONMENT
<input type="checkbox"/> INFORM	
<input type="checkbox"/> TRAIN	<input type="checkbox"/> FINAL OPTIONS
<input type="checkbox"/> MENTOR	
<input type="checkbox"/> CONFRONT	

Adjust Your Style to the Need:

- 1 - "I Decide"
- 2 - "Let's Talk, I Decide"
- 3 - "Let's Talk, Let's Decide"
- 4 - "Let's Talk, You Decide"
- 5 - "You Decide"

**TOOL**  
**4.5**

# Coaching Worksheet

## Side 2 - Discuss and Address

### 2: Engage

**Tips**

- Set the tone.
- Clarify purpose.
- Establish the process.
- Keep it focused, safe, productive.

Purpose

Outcome

### 3: Mutual Understanding



Goal

Status

Factors

### 4: Commit to Action

Plan / Challenge

### 5: Follow-up

Follow-up Date

Follow-up Notes