

WHEN AND HOW TO REFER A CLIENT TO THERAPY OR OTHER HELPING PROFESSIONALS*

WHY	WHEN**	HOW
<ul style="list-style-type: none"> • Coach's ethical responsibility • Psychotherapy is outside coaching scope of work • Intervention is important to recovery • Intervention may save a life 	<ul style="list-style-type: none"> • Issue is outside your competency and experience level • Issue interferes with daily functioning • Issue is a barrier to making progress in coaching • Issue is psychological in nature and deals with deep-seated emotions 	<ul style="list-style-type: none"> • Be direct and calm • Express concern and care • Point out specific behaviors • Listen closely • Encourage client to seek help • Normalize therapy • Make referral

SIGNS AND SYMPTOMS	EMERGENCY SITUATIONS
<ul style="list-style-type: none"> • Marked changes in mood such as irritability, anger, anxiety, or sadness • Decline in performance at work or school • Withdrawal from social relationships and activities • Changes in weight and appearance, including negligence of personal hygiene • Disturbances in sleep (either oversleeping or difficulty falling or staying asleep) • Expresses hopelessness or suicidal thoughts <p>Common issues that warrant a referral to therapy include anxiety, depression, eating disorders, post-traumatic stress, substance abuse, suicidal ideation, and thought disorders.</p>	<p>If you believe someone may be in imminent danger of self-harm or hurting another person:</p> <ul style="list-style-type: none"> • Call your local emergency number • Stay with person until help arrives • Ask what means they have that may cause harm • Listen, but do not judge, argue, threaten, or yell <p>If you think someone is considering suicide, get help from a crisis or suicide prevention hotline.</p> <p>Contact information for crisis centers:</p> <p>Befrienders Worldwide https://www.befrienders.org/</p> <p>International Association for Suicide Prevention https://www.iasp.info/resources/Crisis_Centres</p> <p>International Suicide Prevention Wiki http://suicideprevention.wikia.com/wiki/International</p>

* Other helping professionals include a support group, a mentor, a specialist coach, or a spiritual representative. See "Referring a Client to Therapy: A Set of Guidelines" for more details on indicators and the referral process.

** Keep in mind that mental health is on a spectrum, so watch for duration, frequency, and intensity of symptoms. Consider consulting a supervisor or a mental health professional when you are uncertain.

Sources: American Psychiatric Association. (2013). *Diagnostic and statistical manual of mental disorders (DSM-5)* (5th ed.). Arlington, VA: American Psychiatric Association. American Psychological Association. (2017). Retrieved from www.apa.org. Qualitative research conducted by ICF.

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