



COURSE
HANDBOOK

Level 5 Diploma Psychotherapeutic Counselling



Welcome to the Astranti Connect Counselling Hub



We would like to extend a warm welcome to all Learners enrolling on our courses.

Whether you are an experienced Learner or are returning to study after a break, our aim is to support you in the successful achievement of the qualification you have chosen.

We are a specialist counselling training organisation and bring a decade of experience in the design and delivery of counselling courses to our work. We run courses from various locations and online.

Everyone involved in the work of Connect hopes that your time with us will be rewarding and enjoyable and, most importantly, that it will help you to achieve your learning goals. We are all practising counsellors and therapists, as well as experienced teachers and university lecturers. We bring our passion for teaching and counselling to the groups that we teach.





This handbook provides information on the course you have chosen and contains important information about what is required from us and from the awarding body, which in your case is the Counselling and Psychotherapy Central Awarding Body (CPCAB). CPCAB courses are nationally accredited and offer a unique pathway to the Open University foundation.

All courses are approved by Ofqual and accredited by the qualifications and credit framework (QCF)

We actively promote the ethical framework of the British Association for Counselling and Psychotherapy (BACP).

It may be that your question isn't answered within this course document, and if this is the case, do feel free to ask your course tutors, who will be delighted to answer any questions you may have.

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Level 5 Diploma in Therapeutic Counselling



This course is a part time course covering 132 guided learning hours. This qualification is designed to give learners the knowledge, skills and competencies to work as self-employed counsellors in independent practice. It also equips learners to take on a senior counselling role in an organisational context where client assessment, referral and routine evaluation are part of the role.

Course content

Applicants are invited to bring their own core theoretical approach to the course and together, we will look at ways in which your own theoretical understanding can be used to work at depth with a wide range of client problems arising out of maladaptive schemas which have adversely impacted on the very foundations of the self.

We will look at implicit processes and patterns that both we as therapists and our clients bring to the work and explore the impact of these on our practice and client outcomes.





Key elements that will be covered:

- Challenges and difficulties in independent practice
- Ethics in independent practice
- Legal requirements in independent practice
- Boundaries in independent practice
- Client assessment, including assessment models, intake forms and audit tools
- An introduction to psychopathology
- Signposting in independent practice
- Client referral
- Using research to inform counselling work
- Research findings on client and therapist factors
- Challenges and difficulties in the therapeutic relationship
- Self-concept, conditions of worth and introjected values
- Power and authority in the counselling relationship
- Implicit aspects of the therapeutic relationship
- Transference and countertransference
- Parallel process
- Attachment theory
- Relational depth
- Theory and research on diversity
- Different cultural perceptions of mental health and well-being
- Diversity issues impacting access to counselling in independent practice
- Effective use of clinical supervision
- Continuing professional development
- Skills and knowledge for establishing and managing an independent practice

You will have the opportunity to undertake regular skills practice with your peers.



Entry Requirements



You need to have completed the Level 4 Diploma in Therapeutic Counselling or the equivalent. You need to be over 19 years old. We do not recommend that you begin this course if you are currently struggling with severe emotional difficulties. We will discuss any personal situations with you at the time of enrolment to ensure that you are in the best position to get the most out of the course and achieve your qualification. We do ask that you ensure that you are academically and emotionally able to cope with this level of training. It is also really important at this level that you are able to work with challenge and feedback from peers and tutors and that you feel comfortable to challenge and give feedback yourself.

You will need to be able to read and have sufficient writing skills to meet the written work requirements for the course. We suggest that at least a GCSE Grade C or above in English would be a great advantage to you in the completion of the written aspects of the course. It would benefit you greatly if you are able to form a therapeutic relationship and have good self awareness and the ability to make links. Openness to feedback from peers and tutors is also essential.

We will require you to have had at least 40 hours of personal therapy before you begin the course. You will need to have access to a computer and printer and have adequate IT skills.



Online courses

If you are taking this course online, you will need to make sure you have access to a good broadband signal and be able to work from a place which is private and where you will be uninterrupted during the course sessions. This is essential for privacy and for your own and others confidentiality.



Course requirements

The programme for this course includes theory lectures, demonstrations, group work, peer to peer counselling sessions, tutor and peer assessed observations of practice, a weekly learning journal, self reviews and tutorials. You will need to allow around 3-4 hours per week for homework.

You will need to complete 60 hours of counselling practice either in independent practice or in the role of a senior counsellor in an agency setting. It will be your responsibility to find either clients for independent practice or a position within a counselling agency in order to complete these hours.

You will need to undertake a minimum of 10 hours of personal counselling during the course and have had a minimum of 50 hours of personal counselling by the end of the course. Personal counselling costs are not included in the course fee. You will also need to have supervision which most placement providers will provide, but occasionally you may have to fund this yourself.

Progression

The course is made up of seven learning outcomes which are based on the seven processes of the CPCAB model. Successful completion of the course will give you the option to progress to the Level 6 Certificate in Therapeutic Supervision and the Open University Foundation Degree. For more information about these progression routes, please ask for details.

Progression Opportunities

We will help you from the time you take the first step until you have reached your goal.

At Connect, we offer a complete progression route from Level 2 through to Level 6. All of these courses are accredited by The Counselling and Psychotherapy Central Awarding Body (CPCAB). Full details of its progression route are available on its website. The progression route available through ourselves is outlined below.



Open University Foundation Degree

Learners who complete a CPCAB Level 4 course can go on to do a CPCAB Level 5 and some open university modules in order to obtain a foundation degree. More information about this can be found on both our website and the CPCAB website.

What to Expect

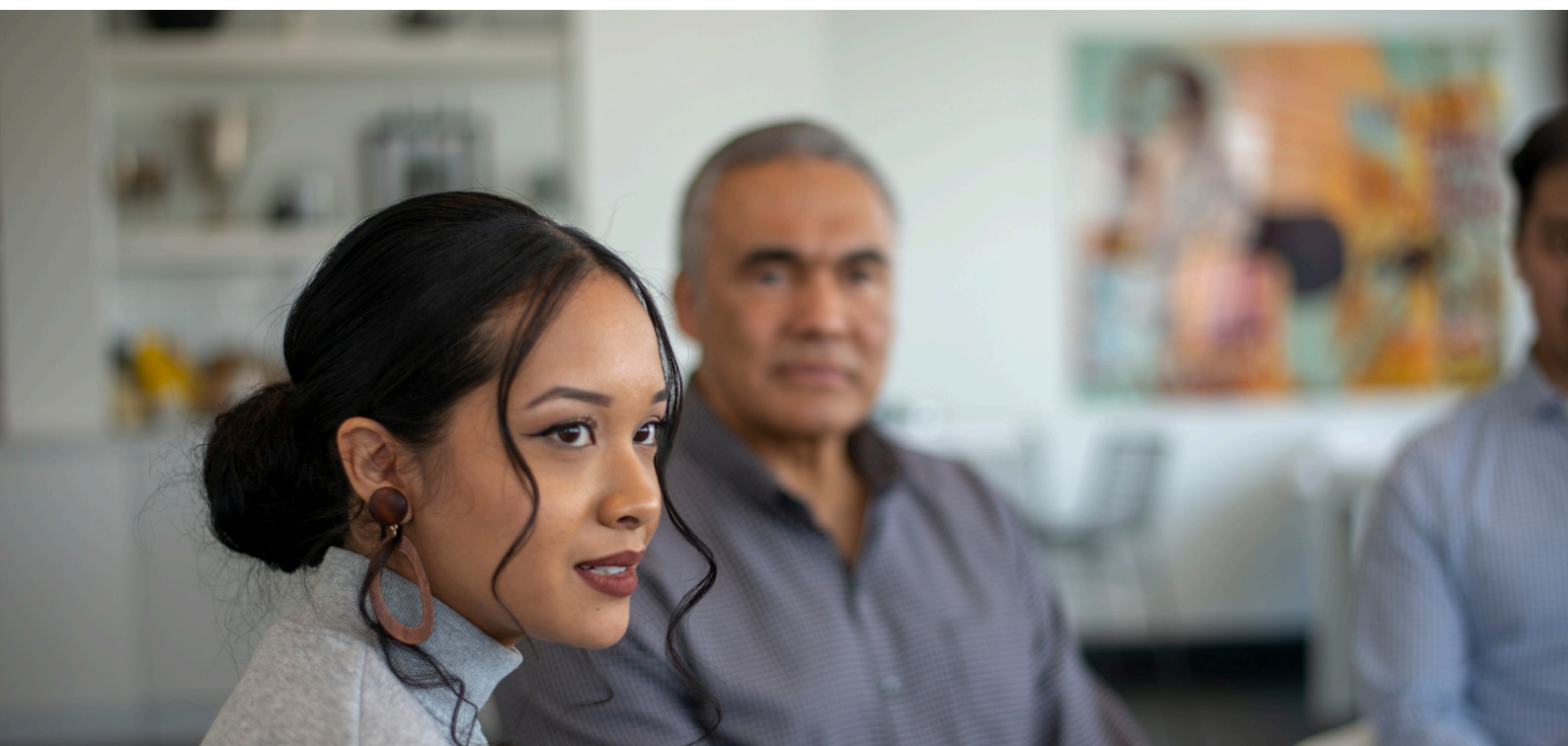
A typical course session will begin with a check-in. This is a chance to share with the group something about how you are feeling and what is going on for you. It is a good way of “arriving” and an opportunity to practise empathic listening and to get to know more about the other members of the group.

This is followed by the delivery of some theory or the introduction of a new concept, and small group work, pair work and skills practices provide you with the opportunity to practise the new ideas you have learnt.



Attendance

You will need to attend 85% of the course sessions in order to complete the training successfully. There may be times when there are exceptional circumstances which make this difficult, and such situations will be discussed with you personally.





Support

At this level of training, we promote autonomous learning, and so if you would like a tutorial to discuss any aspect of the course, you can request one. They will be available at the start and the end of the session. If you need to talk to a tutor, please let one of them know and arrange an appointment. Likewise, if we need to talk to you about an aspect of the course that cannot be addressed in the group, we will invite you to a tutorial.

As a small organisation, we do not currently offer learning support but can signpost you to places where you could access this if required. Your application form will ask for details of any special needs you may have, and we will discuss these with you upon receipt to ensure we can accommodate your requirements.



Course dates, deadlines, times and important dates

A list of all course dates, times and deadlines for coursework. Please make a note of important dates and times, such as deadlines, as missing these could compromise your successful qualification from the course.



Policies and procedures

Connect and its associates are committed to working ethically and in line with the British Association for Counselling and Psychotherapy's ethical framework.

We have a range of policies and procedures which will be available to you via our website once you have enrolled. These policies are designed to keep you safe, offer you the best opportunities, and to ensure that the learning environment is ethical, fair and adheres to legal requirements. If you would like any information on any of our policies or procedures before you enrol, please ask, and we will be delighted to provide you with a copy. Upon registration, you will be given access to the students area of the website, where these documents can easily be accessed.

Internal moderation and verification



Internal Moderation

To ensure that the assessment of your coursework is fair and consistent, a sample from each group will be examined by an internal moderator. The moderator will check the marking of coursework, such as assignments and learning reviews, and provide feedback to the teaching team on the nature, quality and consistency of their assessments. You will need to make your portfolio available for the moderator's visit.

Internal Verification

Verification is the 'BIG' picture, an overview of the whole process of developing, delivering, assessing and moderating units/qualifications.

Our internal verifier will monitor that our programmes are properly in place and are operating effectively.



Assessment

The course is assessed both internally and externally. CPCAB have set a list of criteria for the course that you must meet in order to qualify. You will keep a reflective learning journal (portfolio) which will contribute to building a portfolio of work which will include two assignments and be observed using practical skills by both tutors and peers. Together these pieces of work provide you with the opportunity to meet the criteria for the course. It is necessary to pass both the internal and external assessments to qualify from the course.

Internal Assessment

We will assess the internal part of your work via your learning journal, assignments and observation. You will be given feedback by tutors and peers as the course progresses and this will help you to meet the criteria for the course as well as give you opportunities for developing your skills and understanding.

External Assessment

You will need to write a structured case review (3000-3500 words) of your work with a client that you have worked with in independent practice or as a senior counsellor in an agency. This doesn't have to be written under exam conditions, but will need to be completed in time for a deadline we will advise you of, so that it can be sent to CPCAB for assessment.

