

PRACTICUM LEVEL 5 : TEACHING CONTINGENCY PLAN UP TO EASTER

Following the university's decision to discontinue face-to-face teaching, please find below the slightly revised arrangements for lessons and assessments in relation to the Practicum Level 5 module.

Lessons have been posted on the Moodle page in respect of today's lesson and our lesson next week. Please ensure that you engage with the content of these PowerPoints and contact me via email should you have any query, or require any further information.

LESSON, 17TH MARCH 2020

In particular, can you please read through the PowerPoint detailing your assignments very carefully and ensure that you are aware of the requirements of the two assignments for this module, including submission dates and submission details.

You will be very familiar with the arrangements for Assignment 1, as we have already gone through this assignment in detail in class. You should all have a recording that you can use - although if this is not the case, please make contact with me immediately.

Here is a reminder of the details of Assignment One:

Assessment Task: Case Study (4000 words)

'Critically reflect on your counselling work with a client, explore ethical issues, application of theory, process recall and use of supervision'

- You will record a 20-minute session of counselling work with another student who will be your client for the assessment and a third student will be the observer.
- You will critically discuss the session with the observer, identifying strengths and areas for development demonstrated within your practice. What you learn from this discussion should inform you when you come to write your case study.
- Critically reflect on the therapeutic process and relationship with a client and appraise a range of therapeutic responses.

SUBMISSION DATE: 31st March 2020

SUBMISSION STATUS:

- (1) Recording – Microsoft Teams.
- (2) Case Study - Electronically submitted via Turnitin before 23:59 p.m.
- (3) Placement documentation – as previously detailed. See below for a reminder of these details for those who have not already submitted this information:

You will be aware that you need to scan copies of your practice documents, keeping hard copies in a portfolio and sending an electronic copy

to lara.williams-evans@uwtsd.ac.uk to store on Onedrive. Please copy me in to this email, and **PLEASE NOTE THAT YOU NOW NEED TO SUBMIT THIS, WHETHER OR NOT IT HAS BEEN SIGNED BY ME, ALTHOUGH ALSO NOTE THAT THIS MUST BE SIGNED BY THE APPROPRIATE PLACEMENT PROFESSIONAL.**

The following documents therefore need to be signed off by your placement and uploaded at this point:

1. Supervision contract
2. Enhanced DBS form for vulnerable adults
3. Evidence of BACP membership
4. Evidence that you are covered by Professional Liability Insurance [Note that this is additional to public liability insurance and those of you with copies of large documents from your placement need to just send the appropriate page, or, alternatively, ask your placement provider to give you a letter confirming professional liability for the work you are undertaking on their behalf]. In whichever form you provide this, the information to clearly confirm your name and your professional liability insurance details.

As also discussed, the placement agreement contract [PD6 - agreement between the placement provider, the student and the university], needs to be submitted via the HWB, ready for a member of the secretarial staff to collect. **THE UNIVERSITY IS OPEN AND THERE SHOULD BE NO PROBLEM IN HANDING THIS IN.**

All the above documentation [duly signed by your placement] needs to be available for a final check of placement documentation to now take place on 25th March 2020 and **failure to hand this in could impact your eligibility to work in your placement.**

Moving on to Assignment Two - this is straightforward, and all details are contained within the PowerPoint. Again, here is a reminder:

ASSESSMENT COMPONENT TWO: 50%

ASSESSMENT TASK: Counselling Practice Portfolio and Reflective Piece

'The purpose of the portfolio is to monitor supervised clinical practice, provide evidence of a minimum of fifty hours supervised counselling practice with a client, and other work-based learning.

The student is required to provide evidence that they are capable of working ethically; safely; and competently with clients within an agency, with professionals and stakeholders.

PART ONE: The contents of the portfolio **must** therefore include:

1. Supervisor Report Form
2. Counselling Supervision Log of hours
3. Personal Therapy details
4. Counselling practice hours log

5. Placement documentation pack – Placement provider and Student Placement Agreement form
6. Readiness to Practice form signed off by your tutor
7. Enhanced DBS form for vulnerable adults
8. Evidence of membership of professional association, e.g. BACP or NSS [Student membership]
9. Evidence of Professional Liability Insurance

PART TWO: The student will also submit a reflective account of a client presented at supervision (2000 words), demonstrating self-awareness and identifying issues that may need addressing when working as a counsellor. (Confidentiality must be paramount within this process, with client anonymity). Please note that the key part of this assignment is that it is focusing on issues that may need addressing when working as a counsellor, rather than a reflection or critique of an actual supervision session.

Submission Date: 12th May 2020

SUBMISSION STATUS, TIME AND MODE OF SUBMISSION: PART ONE: Placement documentation – submit by email as explained for Assignment One – please note that those documents in red should have already been submitted for Assignment One. PART TWO: Reflective piece - Electronically submitted via Turnitin, before 23:59 p.m.

In addressing your placement documentation, please remember that the PD5 [Personal Development Plan] must also be submitted - Ruth will be communicating with you directly about this.

LESSON 24TH MARCH 2020

There is a PowerPoint posted on Moodle, providing detailed information on defence mechanisms. Please read this through and then try the quiz to test your knowledge and consider how these concepts could be useful to understand in relation to your client work.

I hope that this clarifies the arrangements for this module, but do not hesitate to contact me should you need any further assistance.

Continued guidance will be available online for those who need this and you will be receiving detailed information from other lecturers regarding their modules.

Keep yourself safe in these difficult days,

Bev