Certificate in Advanced Alcohol Counselling Skills



Aims, learning outcomes, range, methods and activities

SECTION 1 ESSENTIAL QUALITIES OF THE COUNSELLING RELATIONSHIP

AIM1

Participants' knowledge and skills related to the essential qualities of the counselling relationship are applied appropriately within a counselling situation.

Learning outcomes

- 1.1 Participants show knowledge and application of the following essential qualities of the counselling relationship:-
 - unconditional positive regard
 - acceptance
 - listening skills
 - reflection
 - empathy and empathetic responding
 - genuineness (congruence)
 - non-verbal communication
 - challenging
 - immediacy
 - summarising.

Range

Participants will be able to show appropriate use of the essential qualities of the counselling relationship with a range of different clients - varying in relation to individual /significant other; age; gender; and presenting issues – and over more than one session per client.

Methods and activities

Completion of 120 hours of supervised counselling practice within an alcohol support agency.

Reflection on own understanding, development and appropriate use of the essential qualities of the counselling relationship within reflective logs - completed and submitted throughout the supervised practice period (minimum of 20 over two years) and through counselling supervision sessions.

Discussion with supervisor on observed and audio-recorded sessions with clients.

SECTION 2 STRUCTURED COUNSELLING

AIM 2

Participants' theoretical knowledge of structured counselling - beginnings, middles and endings – is applied appropriately within the counselling setting.

Learning outcomes

- 2.1 Participants understand the key elements/interventions involved in beginning the counselling relationship and are able to apply these in their work with clients:
 - establishing boundaries of working contract
 - developing a counselling relationship
 - assessment skills
 - taking a drinking history
 - clarifying and defining problems areas
 - ability to manage alcohol withdrawals.
- 2.2 Participants are able to reflect on their own use of these counselling skills.
- 2.3 Participants understand the key elements /interventions used within the middle sessions of the counselling relationship and are able to apply these to their work with clients:
 - focusing
 - problem solving
 - goal setting
 - reviewing
 - self-disclosure
 - dealing with relapse and promoting relapse prevention strategies
 - Motivational Interviewing approaches
 - ability to manage controlled drinking and abstinence programmes
 - ability to work holistically with clients.
- 2.4 Participants are able to reflect on their own use of these counselling skills.
- 2.5 Participants understand the key elements /interventions used in the preparation for and ending of the counselling relationship and are able to apply these to their work with clients:-
 - ability to explore clients' feelings regarding endings
 - ability to review and summarise progress plus acknowledge areas which have not progressed
 - ability to refer on appropriately.
- 2.6 Participants are able to reflect on their own use of these counselling skills.

Range

Over two years, participants will be able to show appropriate use of the key elements/interventions of structured counselling with different clients with alcohol issues - varying in relation to individual /significant other; age; gender; and presenting issues. They will show their theoretical knowledge and understanding of structured counselling by reflecting in detail on how they put this knowledge into practice with a minimum of three clients with alcohol issues.

Methods and activities

Completion of 120 hours of supervised counselling practice within an alcohol support agency.

Completion of three reflective assignments of 1000 words – beginnings, middles and endings - on their work with clients.

Submission of a 1,500 word case-study on the counselling process, from beginning to agreed ending, with one client.

Reflection on application of own understanding of the elements of structured counselling to own practice, within reflective logs completed and submitted throughout the supervised practice period (min 20 over 2 years).

Discussion and development of own use of the elements of structured counselling through counselling supervision and through observed and audio-recorded sessions with clients.

SECTION 3 WORKING WITH PEOPLE WITH /OR AFFECTED BY ALCOHOL/SUBSTANCE USE ISSUES

AIM 3

Participants' knowledge and understanding of recognised theory and approaches for counselling people who have issues related to alcohol /substance use are used appropriately within the counselling setting.

Learning outcomes

- 3.1 Participants show an awareness of models of change and are able to utilise relevant approaches / interventions at each stage.
- 3.2 Participants show a knowledge of Motivational Interviewing, as an evidence-based practice in working with people with alcohol /substance use issues, and are able to apply some of its principles and skills where appropriate.
- 3.3 Participants have an understanding of the theory relating to relapse and are able to deal with relapse within the counselling setting and promote relapse prevention strategies.

Range

Across the two years of supervised practice participants will be able to show how different approaches and theories apply to their work with different clients and at different stages - varying in relation to individual /significant other; age; gender; and presenting issues. They will be required to show understanding and application of aspects of MI rather than using it as a specific psychological approach.

Methods and activities

Completion of 120 hours of supervised counselling practice within an alcohol support agency.

Reflection on own knowledge and understanding of recognised theory and approaches within reflective logs - completed and submitted throughout the supervised practice period, and through counselling supervision sessions.

Application of relevant approaches, interventions and principles within work with clients evidenced through case study, reflective logs, counselling supervision and observed practice.

AIM 4

Participants have knowledge of alcohol related harm and can impart related information to clients.

Learning outcomes

- 4.1 Participants use their knowledge around alcohol related harm appropriately within counselling sessions such as dietary advice, safe limits, physical/mental health issues and legal issues.
- 4.2 Participants know their limitations in relation to support in these areas and are able to signpost clients to other sources of support when relevant.

Range

Participants will show up-to-date knowledge around alcohol related harm and an ability to impart this information to clients with a range of with different clients, and at different stages of the counselling relationship, over the two-year supervised practice period.

Methods and activities

Completion of 120 hours of supervised counselling practice within an alcohol support agency.

Provision of information on alcohol related harm during counselling sessions with clients throughout the supervised practice period.

Reflection and discussion on appropriateness of information and sign-posting within reflective logs, counselling supervision sessions, case notes and reflective assignments.

SECTION 4 PROCEDURES AND PROFESSIONAL PRACTICE

AIM 5

Participants have awareness of agency procedures and are able to adhere to ethical codes and equality and diversity practice.

Learning outcomes

- 5.1 Participants have read and understood and are able to work within the agency procedures of their host organisation.
- 5.2 Participants have an understanding of current equality and diversity requirements and of implications for counselling practice.
- 5.3 Participants have a knowledge of ethical codes relating to counselling (COSCA/BACP) and apply these to their practice.
- 5.4 Participants have an understanding of agency procedures and ethical considerations for on-line or phone counselling and are able to apply these to the counselling situation.

Range

Participants will show they are able to work within agency procedures and have an understanding of equality and diversity requirements and ethical codes during their 120 hours practice supervision placement with a local voluntary organisation over a period of two years.

Methods and activities

Access to necessary organisational procedures, and a copy of COSCA code of ethics (provided within participants handbook for the 30 hour specialist course)

Discussion during initial induction and initial supervision sessions.

Working with a range of clients to apply agency procedures, equality and diversity policy and ethical codes.

Discussion of same within supervision sessions and reflective logs.

Opportunity to attend related training where this is offered by host organisation.

AIM 6

Participants understand the values and functions of supervision and engage with and utilize supervision appropriately

Learning outcomes

- 6.1 Participants will understand the requirements and expectations of the supervisory relationship.
- 6.2 Participants will engage in supervision sessions in a way that enhances their learning and practice.

Range

Participants will take part in regular supervision sessions linked to their supervised counselling practice within a voluntary alcohol support agency (at least once a month, with a minimum of 20 hours over the 120 hours practice period, 1:6 ratio supervision: counselling practice).

Methods and activities

Reading outline of supervision available within the guidance provided (p17-18)

Completion of 120 hours of supervised counselling practice within an alcohol support agency.

Regular supervision sessions with qualified supervisor.

Discussion and agreement of 6 monthly supervisor's reports.

Reflective logs, assignments and observed practice sessions.

AIM 7

Participants understand and exhibit the professional and organisational skills necessary for working in a counselling environment - such as record keeping, time keeping and communication with colleagues.

Learning outcomes

- 7.1 Participants are able to maintain professional records and case notes.
- 7.2 Participants are able to maintain a calendar / diary of their activities and ensure colleagues / managers know what they are doing and when.
- 7.3 Participants understand the importance of good time-keeping and can organise and manage their own time.
- 7.4 Participants understand the expectations and boundaries of professional conduct within the working environment of an alcohol support agency.
- 7.5 Participants can communicate in a professional and confidential manner within that working environment.

Range

Participants will complete 120 hours of supervised counselling practice within an alcohol support agency. Participants will liaise with a range of internal and external colleagues as appropriate to their role within the agency.

Methods and activities

Working as part of a team as a volunteer within a host alcohol support agency.

Maintenance of client case notes and relevant paperwork within a supervised practice context.

Discussion with line manager / supervisor recorded within 6-monthly professional practice reports.