



The
Counselling
Foundation

A Foundation for Personal Growth

Advanced
Diploma in
Psychodynamic
Counselling
Brochure

2018-2019

ABOUT THE COUNSELLING FOUNDATION

The Counselling Foundation is a leading charity that has provided counselling and counsellor training for the better mental health of our communities in Hertfordshire and Bedfordshire for over forty years.

We are passionate about promoting positive mental health; we believe that everyone should be able to have access to counselling. Our charitable mission enables people on low incomes to have access to affordable, long term counselling which is not widely available elsewhere in the two counties, we only ask that clients contribute as much as they can to the cost of this service. Operating from five centres across Herts and Beds, over 25,000 sessions are delivered annually. In addition, we are one of the largest organisations in the area supplying NHS counselling to those who seek support via their GP.

As one of its charitable aims, the Foundation offers high quality, part time professional training from an introductory to an advanced level. Our counsellor training service promotes personal development and growth whilst supporting communities through the provision of further qualified counsellors providing a talking therapy.

This long-established training programme comprises of a 12-hour counselling skills course, a one year Foundation Certificate in Psychodynamic Counselling Skills, a two year Diploma in Psychodynamic Counselling, and a two year Advanced Diploma in Psychodynamic Counselling. The latter qualifies its graduates to practice independently and/or in a variety of other settings.

The Diploma and the Advanced Diploma together constitute a course accredited by the British Association for Counselling and Psychotherapy (BACP).

Various short courses, Continuing Professional Development workshops and conferences are also offered during the year.

The Counselling Foundation is a member of the largest national network of psychodynamic counselling centres in the UK and The Counselling Foundation Training Centre is one of the largest providers of psychodynamic training courses outside London.

The Counselling Foundation is itself an organisational member of BACP. Our courses are based on the psychodynamic model which has unconscious processes at the heart of the work. Psychodynamic counselling is derived from psychoanalysis such as Freud, Jung and Klein. It is a model that uses psychoanalytic concepts to understand human growth, human development and psychological disturbances. Psychodynamic counselling works on the assumption that everyone has an unconscious mind where feelings and fantasies are held and uses the therapeutic relationship to gain insight into unconscious relationship patterns that evolved since childhood. Memories of early relationships are used to make sense of current difficulties. Change occurs as the client becomes more aware of the power of the unconscious, highlighting for example, how defence mechanisms can influence behaviour hence enabling individuals to gain self-awareness and so be better able to control their actions and responses.

ADVANCED DIPLOMA IN PSYCHODYNAMIC COUNSELLING

Length of training- 2 years with a maximum extension of 24 months.

The Advanced Diploma, (in combination with the preceding The Counselling Foundation Diploma), constitutes a course accredited by the British Association for Counselling and Psychotherapy (BACP) and so fulfils the training (but not hours) element of BACP for individual accreditation.

The main emphasis in Psychodynamic Counselling is that early experiences are important in shaping the way our mind works. Central to this approach is the belief that everyone has an unconscious mind where feelings and fantasies are held and uses the therapeutic relationship to gain insight into unconscious relationship patterns that have evolved since childhood. When undertaking psychodynamic counselling, the counsellor, psychotherapist or psychologist will help the client to explore his or her problems in a way that refers to the past, in terms of the potential 'unconscious' conflicts or issues that are relevant to what we are experiencing today. An example conflict from the past may be difficulties resolving feelings toward a parent – such as anger for neglect, but desire for more contact. This conflict may affect present day relationships.

Change occurs as the client becomes more aware of the power of the unconscious, highlighting for example, how defense mechanisms can influence behavior hence enabling individuals to gain self-awareness and so become better able to control their actions and responses.

The aim of psychodynamic counselling or psychotherapy therefore includes enabling unconscious patterns to become conscious to facilitate the possibility of changing them. One of the prime tools for this is the repetition or transference, in the process of the counselling and onto the person of the counsellor, of the essential features of such patterns. Psychodynamic counsellors may work overtly with the 'transference' in the counselling process, or hold it within them as a way of understanding their client and what is going on inside and outside counselling. The choice will depend on the needs and defense levels of the client and the level of awareness and skill of the practitioner.

Course Description

The course comprises core theoretical seminars including modular and clinical seminars. The core seminars are both theory and skills based. Relevant academic papers are discussed as part of a large group and in small groups trainees practice counselling skills, using role-plays, experiential exercises and video work in relation to the overall aims of the course. Trainees are required to be in once weekly psychodynamic personal therapy for the duration of their training and to undertake weekly supervised clinical work.

Course Components

- Theoretical seminars
- Personal therapy
- Private study
- Supervised clinical practice

Course Aims

1. To equip students with the skills and techniques of the psychodynamic model: to develop a therapeutic relationship and to respond and interpret appropriately within it; to develop the capacity to make appropriate use of transference and counter transference.
2. To enable students to work with clients age 18 and above towards the goal of psychodynamic counselling: the resolution of conflicts through insight reached in a therapeutic relationship.
3. To inform students of the limits and context of the psychodynamic approach so that they can critically assess the psychodynamic model that is taught as the core theoretical model of the programme.

4. To equip students to work independently as reflective practitioners.
5. To enable students to probe the empirical base and the theoretical rationale for the body of techniques used in this field and to add to the understanding of what constitutes best practice.
6. To enable students to engage in the theoretical debates within the subject area and to contribute to its knowledge base.

Learning Objectives

The Advanced Diploma Course aims to provide the trainees with:

1. The skills and knowledge necessary to apply psychodynamic concepts and principles to the treatment of their own clients.
2. An understanding of the effects on counselling practice of settings.
3. An understanding of the assessment process for psychodynamic counselling.
4. An understanding of the influence of cultural factors on the psychodynamic process.
5. An understanding of the ethical, legal and professional issues relating to independent counselling practice.
6. An awareness of factors involved in creating and delivering a professional counselling service.
7. A strong foundation for continuing professional development.

Example of Course Structure for Years 1 and 2

Daytime Course

Core Seminar	10.00am – 11.30am
Break	11.30am – 12.00pm
Modular Seminar	12.00pm – 1.30pm

Evening Course

Core Seminar	6.00pm – 7.30pm
Break	7.30pm – 8.00pm
Modular Seminar	8.00pm – 9.30pm

Dates, times and course venues are set according to demand and so are subject to change. Please register your interest with the Training Administrator on 01727 868585 (option 3) or email: training@counsellingfoundation.org. The Training Centre reserves the right not to run the course if recruitment does not reach the minimum numbers and any fee paid will be refunded.

The Programme Structure

Components of the course that must be satisfactorily met and passed by the end of Year 1 to progress to Year 2 are:

1. Written Theoretical Assignments.
2. Seminar Tutor Reports.
3. Supervisor Reports.
4. Minimum of 100 hours of client work
5. Minimum 80% attendance: theory seminars and supervision.
6. Regular weekly attendance in personal therapy.
7. Up to 3 x personal tutorials each year

Components of the course that must be satisfactorily met and passed at the end of Year 2 to receive the Advanced Diploma Award are:

1. Written Theoretical Assignments.
2. Written Clinical assignments.
3. Supervisor Report.
4. Assessment Supervisor Report.
5. Minimum 120 client work hours, (220 in total over the 2 years).
6. Minimum 80% attendance: theory and supervision.
7. Regular weekly attendance in personal therapy.
8. Up to 3 x personal tutorials each year

Trainees who, at the end of Year 2, have not been able to accrue sufficient clinical hours enter into a third year as a 'Finisher 1'. They will be required to:

1. Continue seeing clients.
2. Continue supervision.
3. Continue in regular weekly personal therapy.
4. Pay Finishers Fees

Trainees who, at the end of Finisher Year 1, have not satisfied all the course components enter a fourth and FINAL year as a 'Finisher 2'.

The academic part of the programme is taught at the Foundation Training Centre in St Albans and, subject to demand, Bedford Counselling Centre. Extra workshops to support coursework and clinical work usually take place on a Saturday.

Seminars & Groups

Seminars: The course consists of two seminars held each week; Core Seminars and Modular Seminars. Below is a breakdown of the subject topics for each term over across both years of training. Within the seminar time a variety of activities takes place, including guided discussion of set reading material, student presentations, role-plays, videos. Each seminar is divided between theoretical learning and the clinical practice seminars.

Year 1		
Seminars	Module	Frequency
Core Seminars Terms 1, 2 & 3	Advanced Psychodynamic Theory	30 seminars at 1.5 hrs. per week: 45 hours per academic year
Modular Seminars Terms 1, 2 & 3	Application of Advanced Psychodynamic Theory to Clinical Work	30 seminars at 1.5 hrs. per week: 45 hours per academic year

Year 2		
Core Seminars	Module	Frequency
Terms 1, 2 & 3	Contemporary Thinking & Developments in Psychodynamic Theory with Clinical Practice	30 seminars at 1.5 hrs per week: 45 hours per academic year
Modular Seminars	Module	Frequency
Term 1 Weeks 1 - 5	Client Assessments	5 seminars at 1.5 hrs per week. = 7.5 Hours
Term 1 Weeks 5 - 10	Student Presentations of Client Assessments	5 seminars at 1.5 hrs per week. = 7.5 Hours
Term 2 Weeks 1 - 5	Short term psychodynamic counselling	5 seminars at 1.5 hrs per week. = 7.5 Hours
Term 2 Weeks 6 - 10	Interface with Psychiatry & Medicine	5 seminars at 1.5 hrs per week. = 7.5 Hours
Term 3 Weeks 6 - 10	Professional Preparation	5 seminars at 1.5 hrs per week. = 7.5 Hours

Attendance

Attendance: 8 out of 10 weeks must be attended each term. Attendance to additional student study days and workshops sometimes held at weekends will not be mandatory to the course and trainees will therefore not be recorded as absent on these days. Trainees may defer for no less than one term and no more than three terms. Deferment is only granted in extreme circumstances.

Clinical Placement and Supervision

Trainees are required to undertake a supervised clinical placement from Year 1 of the Advanced Diploma Programme. It is expected that trainees will be already undertaking clinical work in a Counselling Foundation Centre or in an approved External Agency and have obtained the required DBS clearance.

A placement within a counselling agency, known as a 'clinical placement', is required to provide trainees with the opportunity to work with clients under supervised conditions. Clinical placements are a mandatory part of the training and are necessary to practice the skills taught on the theory part of the Advanced Diploma Course Programme. To become, ultimately, accredited by a professional counselling body (e.g. BACP), trainees will need to accumulate a certain number of clinical hours, normally 450. For the Advanced Diploma alone 220 client hours are required. (Some trainees will choose to have more than one approved clinical placement over the course of their training if they find that they are not securing sufficient hours in their main placement).

Clinical placements provide continuous assessment, line management and supervision whilst developing practical skills as a trainee practitioner working with a portfolio of clients.

Some agencies may levy a contribution towards the costs of supervision of a trainee counsellor. This cost will be borne by the trainee counsellor

Supervision is considered essential to therapeutic effectiveness and so trainees are required to attend weekly supervision until the required amount of 'client hours' is achieved and all course requirements are completed. Trainees on clinical placement are required to receive a minimum of 1½ hour of group supervision per week as they work towards completing the minimum 220 hours of counselling practice in order to receive the Advanced Diploma Award. Attendance at supervision (46 weeks per year) is mandatory and meets the guidelines and requirements of the BACP code of ethics and practice.

In order to meet the full clinical requirements of the Advanced Diploma Programme, trainees need to work with a range of clients, male and female, normally building up to 3 or more on a weekly basis.

Clinical Placement

It is expected that all applicants to the Advanced Diploma would be in placement and seeing clients and working from a psychodynamic perspective; with individuals aged 18 and above. The entry level for the applicant on this course to have 120 clinical hours.

Trainees may request to see clients, in a counselling foundation counselling centre or with one of our external placement agencies. The Training Centre will be able to offer you contact details of approved external agencies and it is the student's responsibility to make initial contact with the centres to be considered for a student placement position.

Our own Counselling Foundation counselling centres are located in Bedford, Broxbourne, Luton and St Albans they give first preference to Counselling Foundation trainees in filling vacancies for trainee counsellors.

We also have relationships with a number of counselling agencies in Bedfordshire, Buckinghamshire, Hertfordshire and London where Counselling Foundation trainees may be placed.

It is the responsibility of the trainee to find additional placements to help achieve the clinical hours for the course, we are happy to support and sign post trainees to placement agencies.

You will be expected to attend an interview whether you are applying for a placement at one of the Counselling Foundation counselling centres or with a partner agency.

Obtaining the 220 client hours from a placement in a short time frame can never be guaranteed. It is dependent upon many factors, particularly the flow of clients who are appropriate for trainees and match your availability. Therefore, the Advanced Diploma course regulations allows for up to an additional 24 months to reach completion beyond the 2 years set for the core academic work.

Personal Therapy

It is a requirement for trainees to be in personal approved therapy throughout the Advanced Diploma Course Programme.

Trainees should be with therapists who work in a way that is congruent with the psychodynamic approach, and 'approved' by the Counselling Foundation Training Centre. The therapist criteria form can be found below and you will be sent this form with your offer letter. This should be completed and returned to the Training Centre as soon as possible.

Professional counselling provides a relationship in which clients can safely explore their experiences and become aware of hidden feelings and discover new perspectives and insights. It is partly through their own personal therapy that trainees develop the qualities required to provide this sort of relationship. Stability, personal suitability for the work and increasing emotional openness and maturity are all-important. Sustaining the counselling relationship, sometimes over a considerable period of time requires a commitment of time and energy.

Trainees must be in a minimum of once weekly psychodynamic counselling or psychoanalytic psychotherapy with a psychotherapist or analyst approved for training purposes by the Counselling Foundation Training Centre.

Trainees would normally be in therapy for a minimum of 4 months prior to starting work with clients.

Please fill in the therapy section of the Course Application Form which contains the following information:

Therapist Criteria

Contact details

- 1) Name of therapist
- 2) Email address
- 3) Address

Qualification

- 1) Advanced Diploma/Post-Graduate level and above
- 2) Evidence of at least 2 years training in the psychodynamic model

Experience

- 1) 3 years post-qualifying experience
- 2) Currently working from a psychodynamic orientation

Accreditation

With one of the following professional bodies: BACP, UKCP (Psychodynamic Section), BPC.

In future, we may obtain BPC accreditation and so any students wishing to keep their options open (in the event we do get accreditation and wish to apply for membership) should choose a therapist who is registered with BPC.

Process to obtain a therapist:

Step 1) Search for a therapist on the supplied list.

Step 2) Once you have chosen a therapist contact the therapist via their contact details to arrange to meet with them. You must inform them which centre you are applying to train at and importantly which cohort you wish ideally to apply for (morning, afternoon or evening). Therapists cannot take on more than one student from each cohort.

Step 3) Once you have commenced your sessions with the therapist, they will inform the training office. All communication between you and your therapist is confidential, except which therapist you are seeing and the date you commenced.

Step 4) If at any future point your therapy is ending, you must inform the Diploma Programme Tutor. This must be discussed, as no trainee can be on the course and seeing clients without being in therapy. Failure to do this may jeopardise your place on the course.

DBS Checks

Trainee counsellors will be required to complete a DBS application form so that a DBS check may be conducted prior to starting their clinical placement. You may have a DBS check with another organisation; however, it is the policy of the Counselling Foundation that all individuals who have contact with clients have a DBS. If you have already been checked by another organisation and have registered online we are able to check your certificate on line.

Only those applicants who obtain satisfactory DBS approval can work with clients, therefore, applicants who fail to obtain DBS approval will not be offered a trainee clinical placement.

Support for Trainees on the Course

- Trainees are allocated a personal tutor
- Workshops and academic group tutorials support preparation for written assignments
- Supervisors give weekly support with client work
- Trainees participate fully in the life of their allocated Counselling Centre
- Mentors for trainee counsellors on clinical placement within a Foundation Counselling Centre

Training Staff

All our seminar tutors and group leaders are fully qualified psychodynamic counsellors, psychotherapists, psychoanalytic psychotherapists, psychoanalysts, group analysts or clinical psychologists.

All training staff practise in a wide variety of settings and bring to the training not only their theoretical knowledge, but also their day-to-day experience of clinical practice.

Trainee Commitment

Trainees are responsible for their own learning which means allocating sufficient time and priority to the course. During an average week a trainee will be expected to:

1. Attend the course consisting of 3 hours contact time (approx. 30-32 weeks per year).
2. Allocate an equivalent amount of reading and course preparation time, i.e. 8 hours minimum.
3. Be in personal therapy; 1 hour weekly (minimum; 46 weeks per year).
4. Undertake client work in an agency setting. Gradually building up from 1 to 3 clients or more (minimum; 46 weeks per year).
5. Attend group or individual weekly supervision; 1½ hours weekly (approx. 46 weeks per year).
6. Attend assessment supervision: 1½ hours fortnightly (approx. 6-8 weeks in the fourth term of the Course: and undertake at least two assessments of new clients
7. Attend weekend workshops if required (usually held on a Saturday).
8. Financial capability to commit to the training course.

Private Study

It is expected that all trainees will acquire the habit of regular reading of professional journals and books in addition to set reading for the seminars.

Equal Opportunities

We welcome applications from all sections of the adult population. Difference and diversity, and the importance of a non-discriminatory approach and how these are important to counselling activity will be explored in the course. However, the course will be conducted in English and students will be expected to practice their skills and submit all their written work in the English language.

Students with special needs are required to contact The Training Centre for further information about provision and accessibility, and to register any special requirements at enrolment. The Training Centre attempts to provide access to all facilities on site and to meet individual needs wherever possible.

Course Pass Criteria

- Satisfactory pass mark of written theoretical assignments
- Satisfactory feedback reports from Seminar Tutors
- Satisfactory feedback reports from Supervisors
- Meeting attendance criteria for seminars, supervision and personal therapy
- Meeting the criteria for client work at an approved Centre
- Satisfactory feedback of Self-Assessment reports

Progression & Accreditation

The Advanced Diploma fulfils the training requirements for individual counsellor accreditation with professional bodies.

The Diploma and the Advanced Diploma taken together constitute a BACP accredited course.

Students who have not completed a Counselling Foundation Diploma will need to apply for recognition of their Diploma equivalent training via the Approved Prior Learning (APL) Scheme. These students wishing to apply for BACP accreditation after completing the training will follow a different route to accreditation than those students who have completed a BACP accredited course.

Entry Criteria

The Programme is open to applicants who are normally above 25 years of age and have:

- Completed and been awarded the Diploma in Psychodynamic Counselling.
- Satisfactorily accrued 120 hours of clinical work.

Selection Criteria

Successful completion of the Diploma course does not constitute entry onto the Advanced Diploma training. Diploma teaching staff are not authorised to assure whether an applicant should be accepted onto the Advanced Diploma course. Offers of a place are determined by the application, and interviews alone.

NB. All applicants who have not completed our Diploma Course or equivalent will be required to provide seminar tutor references from other qualifying courses and/or character references.

The following criteria are taken into consideration in selecting applicants for the Advanced Diploma training:

1. Personal suitability for the work of psychodynamic counselling.
2. Capacity for self-awareness and ability to be reflective of own life experiences.
3. Currently undertaking own therapy with an approved therapist (see page 6).
4. Completion of a Counselling Foundation Diploma course or its equivalent elsewhere.
5. Previous psychodynamic counselling client work experience; minimum 120 hours.
6. Evidence of the intellectual potential to complete the theoretical elements of the course, including written assignments.
7. Financial capability to commit to the training course.

COPIES OF CERTIFICATES MUST BE SENT WITH THE APPLICATION FORM

Interview Process

Assessment of applicants for this training is through an individual interview.

Applicants attending an interview will need to demonstrate personal qualities relevant to therapeutic practice and training, which include:

- Respect for and valuing others, and their differences
- A commitment to anti-discriminatory practice
- A capacity to cope with the professional and academic demands of the course
- A capacity to be reflective and use experience and feedback constructively
- Have sufficient self-awareness and motivation to play an active part in self-development
- Have the capacity to develop the necessary psychological thinking process in order to be able to work as a psychodynamic counsellor.
- Have sufficient motivation to work independently and engage effectively in a clinical placement for the duration of the course

Each interview will normally be conducted by a Counselling Foundation Programme Tutor, Seminar Tutor or Head of Training and will last about an hour. During this time applicants will be offered the opportunity to ask any questions about the Advanced Diploma Course Programme.

DEADLINE FOR RECEIPT OF APPLICATIONS: 20th MAY 2018

COURSE LOCATION & DATE INFORMATION

- The Course is run in St Albans, and subject to demand, Bedford.
- Please indicate on your Application Form which Centre you wish to attend, in order of preference, together with your preferred time of attendance.
- All Application Forms must be posted to The Training Centre, St Albans or emailed to training@counsellingfoundation.org.

BEDFORD

The Counselling Foundation
7A St Paul's Square,
Bedford
MK40 1SQ

Year 1 Tuesdays

Year 2 TBA

Daytime Courses

Daytime and Evening Courses

ST ALBANS

Training Centre
1 College Yard
Lower Dagnall Street
St Albans AL3 4PA

Year 1 Mondays

Year 2 Mondays

Daytime Courses

Daytime Courses

Dates, times and course venues are set according to demand and so are subject to change. The Training Centre reserves the right not to run the course if recruitment does not reach the minimum numbers and any monies paid will be refunded.

TERM DATES

Term 1	
Start Date	WC Monday 24 th September 2018
Reading Week	WC Monday 29 th October 2018
End Date	Week ending Friday 7 th December 2018
Term 2	
Start Date	WC Monday 7 th January 2019
Reading Week	WC Monday 18 th February 2019
End Date	Week ending Friday 22 nd March 2019
Term 3	
Start Date	WC Tuesday 23 rd April 2019
Reading Week	WC Monday 27 th May 2019
End Date	Week ending Friday 5 th July 2019 for Tuesday – Friday courses Monday 15 th July 2019 for Monday courses only

COURSE FEES

The following course fees apply**

- For those students starting the Diploma year 1 training in 2018/19 and on **internal placement** the course fees will be £3,570 + £360 = £3,930
- For students starting the Diploma year 1 training in 2018/19 and with an **external placement** the course fees will be £3,570.

A fee of £400 payment (£100 registration fee and £300 deposit) is payable at the time of application.

You may cancel your application and you will be refunded all monies any time up to 14 days from receipt of your application form. After 14 days, the deposit and registration payment are non-refundable. The deposit will be taken off your course fees if you are successful in securing a place on the course.

Please note the £300 deposit is only refundable in the event that your application is unsuccessful and you will be informed of this decision in writing by the 25th July 2018. Any refund will be paid to within 30 days of notification.

Payment of the deposit allows you to apply and be considered for (but not guaranteed) an internal placement at The Counselling Foundation* and enables The Counselling Foundation to plan the Diploma for the forthcoming academic year.

Our courses are likely to be oversubscribed and internal placements are limited. We therefore encourage early applications and those applicants who return their application form by the 6th April 2018 will be eligible to take advantage of an 5% early bird discount when this year's course fees are paid as a lump sum.

Following payment of your £100 registration fee and £300 deposit, the balance of the fees can be paid via one of the following options:

- Early bird discount - as a lump sum £3,091.50 - payment to be received within 14 days of offer (Only for received by 6th April 2018)
- As a lump sum £3,270 - payment to be received within 14 days of offer
- Payment by instalment A second payment of £600 to be received within 14 days of offer followed by 10 monthly payments from September 2018 – June 2019 of £293.70 made by standing order (payments by instalments are subject to a 10% surcharge)
- Payment by employer £3,270 (as per invoice to employer). Payment to be received within 30 days from invoice date
- Payment by grant/funding £3,270 (as per invoice). Payment to within 30 days from invoice date

*Please note that your Advanced Diploma 2 fees in 2019/20 will be £4,110 and £3,750 respectively.

**Fees prior to any early bird discount

Payment can be made by electronic transfer (preferred), debit card, cheque or credit card. Payments by credit card are subject to a 2% surcharge.

Extension Fees

Placement Fees

Trainees seeing clients at the Foundation's counselling centres will be invoice £360 per year for their placement. This is a subsidised fee which covers the cost of a mandatory DBS check and weekly group supervision. Trainees are invoiced in November each year and have the option to pay in full or by instalments. Trainees that begin or finish a placement after November will be invoiced by term on a pro-rata basis.

Finisher Fees

Students may be liable for additional fees if a request is made for the training period to be extended beyond the 2 year term and where further academic input is required. There are a variety of reasons why this may occur and personal circumstances are always considered. Where the Case-Study (final clinical written assignment) still requires submission (or in some cases re-submission the following year) the extension fee is £320 per term and £360 for the cost of supervision for those still seeing clients on an internal placement.

This fee includes the cost of monthly seminars and 3 sessions with an Academic/Pastoral Tutor to ensure consolidation of theoretical concepts in preparation for the writing and submission of the Case-Study.

Students must remain in personal therapy until the Advanced Diploma is awarded.

Frequently Asked Questions:

1) Is the course BACP accredited?

Yes, the Diploma and the Advanced Diploma taken together are recognised as an accredited course by the BACP.

2) How long does the training take?

Some trainees are able to complete the training in 2 years but most achieve completion, inclusive of the 220 clinical hours, before the end of the third year. These are some of the reasons:

- a) Lack of suitable clients for first year trainees in Counselling Centres,
- b) Minimal availability of the trainee. Typically, the greater weekly availability you have the better chance of being assigned clients.

3) What happens if I fail a written assignment?

You will have the opportunity to re-submit normally within a 2 to 8 week deadline (depending on the assignment).

4) How many clinical hours do I need?

You will need to accrue a minimum of 220 (face-to-face) client hours not counting missed sessions. Trainees also need to be able to demonstrate that they can hold a case-load of 3 clients contemporarily.

5) What if I do not achieve my clinical hours in 2 years?

You would then enter into a third year, become a Finisher and you may incur extension fees. You would continue working with your clients, attending your supervision and your personal therapy. The course CANNOT be extended beyond 4 years so your training must be completed within this time.

6) Can I go to any counselling centre and start seeing clients?

Various external agencies have been pre-approved as working in line with our policies and procedures.

Nevertheless, if you know of a counselling agency that can offer you a placement, please contact the Advanced Diploma Programme Tutor with the agency's details. A site visit will then be arranged to ascertain if they meet our criteria.

7) Where can I get a placement?

The Counselling Foundation assists trainees with providing information of placements that we have previously approved. The Counselling Foundation will make known to the trainees of vacancies in our internal counselling centre and the trainee must apply directly to the Centre Head for consideration.

However, internal placements are limited to one vacancy per trainee and so trainees can only accept one offer from our internal placements until Term 3. Trainees may add more than one placement by applying to externally approved placement centres.

8) What determines whether The Counselling Foundation has internal placement vacancies?

The key determinant is the flow of clients versus trainees already in placement awaiting to accrue hours.

STEP-BY-STEP GUIDE TO THE APPLICATION PROCESS

Please Note: Late applications for the Advanced Diploma course.

We require notification by July 31st of applicants who wish to apply to the PCDL funding help with their course. Late applicants will not be able to apply to the government agency after this date but can still apply for a place on the course (subject to availability). Please note that this may also mean that the internal placements will have been allocated and trainees will need to find an external placement for themselves.

Step 1 All applications should be returned to the Training Centre in St Albans before the deadline date stated below with your registration and deposit fees. Please include the following as part of your application pack:

- Completed and signed application form
- CV
- Interview/Registration fee £100 [**non-refundable**]
- Deposit fee of £300
- Equal Opportunities Form

Step 2 An individual interview will be organised for and you will be contacted, normally by e-mail, to tell you the name of the interviewer the time and date of your interview.

Step 3 Your application and the reports from your Interviewer and Seminar Tutor will be assessed by the Selection Panel.

Step 4 A letter stating whether your application has been successful will be sent to you by 25th July 2018. Your offer letter will include an Acceptance Form giving the following payment described above. Unsuccessful candidates will receive their £300 deposit back within 30 days of notification.

DEADLINE FOR APPLICATIONS:

20 May 2018

Later applications will be accepted subject to availability.