



COURSE OUTLINE

COU364 Counselling Placement 2

Course Coordinator: Kelly Thomson (kthomson1@usc.edu.au) **School:** School of Law and Society

2021 | Semester 2

USC Sunshine Coast

ON CAMPUS

Most of your course is on campus but you may be able to do some components of this course online.

Please go to the USC website for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

This course provides the opportunity to apply classroom learning in a counselling/human services context, allowing you to integrate your developing counselling values, theories, knowledge and skills into practice in a safe, supported and supervised work-based setting. The placement offers the opportunity to apply reflective and theoretical learning with a 'learner-centred' educational emphasis. This course focuses on understanding the operation of the agency and requires you to complete a placement of 250 hours.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
ON CAMPUS			
Fieldwork – 250 hours of fieldwork in a counselling / human services organisation, including 20 hours of client contact	250hrs	Week 1	Not Yet Determined

1.3. Course Topics

250 hours of counselling skills practice and application in real-world settings

Clinical counselling supervision

2. What level is this course?

300 Level (Graduate)

Demonstrating coherence and breadth or depth of knowledge and skills. Independent application of knowledge and skills in unfamiliar contexts. Meeting professional requirements and AQF descriptors for the degree. May require pre-requisites where discipline specific introductory or developing knowledge or skills is necessary. Normally undertaken in the third or fourth full-time study year of an undergraduate program.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES	GRADUATE QUALITIES
On successful completion of this course, you should be able to...	Completing these tasks successfully will contribute to you becoming...
1 Articulate and apply counselling theory, skills, knowledge and values in a practice based setting.	Creative and critical thinker
2 Critically reflect on your own practice, values and beliefs.	Engaged
3 Begin to analyse organisational systems and processes and identify inequalities.	Engaged
4 Communicate respectfully with clients, colleagues and community members acting in a professional and respectful manner.	Ethical
5 Utilise research in practice to address the needs of individuals, groups and communities and to further organisational goals.	Knowledgeable
6 Use written communication and appropriate technology for completing reports and other documentation as required.	Knowledgeable

5. Am I eligible to enrol in this course?

Refer to the [USC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

COU180 and COU265 and COU101 and COU176 and COU200 and enrolled in Program AR302, AR303 or AR375 and Course Coordinator consent

5.2. Co-requisites

COU262

5.3. Anti-requisites

COU264

5.4. Specific assumed prior knowledge and skills (where applicable)

Not applicable

6. How am I going to be assessed?

6.1. Grading Scale

Limited Grading (PNP)

Pass (PU), Fail (UF). All assessment tasks are required to be passed for successful completion of the course.

6.2. Details of early feedback on progress

Describe how the course will include early assessment (not a substantive task) or a review that provides formative feedback on academic progress, including identifying the need for additional support. This feedback will be provided in the first third of the teaching weeks for the semester, trimester or session of the course. For example, in week 3 of this course a draft copy of your assessment will be peer reviewed in the your tutorial/workshop.

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Placement performance	Individual	Minimum 250 Verifiable Hours	Week 13	Online Assignment Submission
All	2	Placement performance	Individual	Learning Agreement - Set template Assessment of Student Performance	Refer to Format	Online Assignment Submission
All	3	Code of Conduct	Individual	Pre- and post-placement, on campus and placement	Throughout teaching period (refer to Format)	To Supervisor

All - Assessment Task 1: Field Education - Placement

GOAL:	Undertake 250 verifiable hours of professional practice in a human services agency, including 20 hours of direct client contact.		
PRODUCT:	Placement performance		
FORMAT:	You are to complete 250 verifiable hours in a human services agency guided by your Learning Agreement. Your attendance will be recorded on the Hours Verification Sheet and approved by your agency Supervisor.		
CRITERIA:	No.		Learning Outcome assessed
	1	Completion of 250 verifiable hours of placement in a human services agency, to the satisfaction of the agency supervisor and clinical supervisor	1 2 3 4 5 6

All - Assessment Task 2: Field Education - Placement Performance

GOAL:	Demonstrate sound professional performance on Placement.		
PRODUCT:	Placement performance		
FORMAT:	Submit: Week 5, Week 14. Our Learning Agreement and Assessment of Student Performance guides your learning on placement. Your professional performance will be assessed against the ACA Code of Ethics and Practice 2015, PACFA Code of Ethics 2017, USC Student Code of Conduct and the Student Placement Agreement. It will also be assessed by you and your Agency Supervisor in the Assessment of Student Performance Report.		
CRITERIA:	No.		Learning Outcome assessed
	1	Identify and explain your theories, skills, knowledge, values and ethics through clear and specific goals, methods, timeframes and outcomes of achievement in your Learning Agreement and the Assessment of Student Performance Report.	1 2 6

All - Assessment Task 3: Code of Conduct

GOAL:	To undertake professional practice while on placement in accordance with ACA & PACFA Codes of Ethics, together with your agency's Code of Conduct and University of the Sunshine Coast Student Code of Conduct and Student Placement Agreement.	
PRODUCT:	Code of Conduct	
FORMAT:	During your Work Integrated Learning (WIL) experience you are required to successfully complete 250 hours of work experience in accordance with your placement agency requirements, USC Placement requirements and Code of Ethics.	
CRITERIA:	No.	Learning Outcome assessed
	1 Behaviour that is in accordance with the ACA and PACFA Codes of Ethics;	1 2 4 6
	2 Adherence to placement agency Code of Conduct	1 2 4
	3 Adherence to the USC Code of Conduct, WIL Student Code of Conduct and the Student Placement Agreement	1 2 4 6
	4 Learning Agreement and Assessment of Student Performance;	2 6
	5 Successful completion of 250 verifiable hours	1 2 3 4 5 6

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Directed study hours may vary by location. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Blackboard site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

There are no required/recommended resources for this course.

8.2. Specific requirements

Please note that all placements require a Blue Card and some placements require criminal history checks. It is important to discuss this with the field education coordinator at the pre-placement interview.

9. How are risks managed in this course?

Risk assessments have been performed for all field activities and low to moderate levels of health and safety risk exists. Moderate risks may include working in an Australian bush setting, working with people, working outside normal office hours for example. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the [online induction training for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Blackboard, are electronically checked through SafeAssign. This software allows for text comparisons to be made between your submitted assessment item and all other work that SafeAssign has access to.

10.2. Assessment: Additional Requirements

This course will be graded as Pass in a Limited Grade Course (PU) or Fail in a Limited Grade Course (UF) as per clause 4.1.3 and 4.1.4 of the Grades and Grade Point Average (GPA) - Institutional Operating Policy of the USC.

In a course eligible to use Limited Grades, all assessment items in that course are marked on a Pass/Fail basis and all assessment tasks are required to be passed for a student to successfully complete the course. Supplementary assessment is not available in courses using Limited Grades.

10.3. Assessment: Submission penalties

You must contact your Course Coordinator and provide the required documentation if you require an extension or alternate assessment.

10.4. Study help

For help with course-specific advice, for example what information to include in your assessment, you should first contact your tutor, then your course coordinator, if needed.

If you require additional assistance, the Learning Advisers are trained professionals who are ready to help you develop a wide range of academic skills. Visit the [Learning Advisers](#) web page for more information, or contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au.

10.5. Wellbeing Services

Student Wellbeing provide free and confidential counselling on a wide range of personal, academic, social and psychological matters, to foster positive mental health and wellbeing for your academic success.

To book a confidential appointment go to [Student Hub](#), email studentwellbeing@usc.edu.au or call 07 5430 1226.

10.6. AccessAbility Services

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, learning disorder mental health issue, injury or illness, or you are a primary carer for someone with a disability or who is considered frail and aged, [AccessAbility Services](#) can provide access to appropriate reasonable adjustments and practical advice about the support and facilities available to you throughout the University.

To book a confidential appointment go to [Student Hub](#), email AccessAbility@usc.edu.au or call 07 5430 2890.

10.7. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Administration of Central Examinations
- Deferred Examinations
- Student Academic Misconduct
- Students with a Disability

Visit the USC website: <http://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.8. General Enquiries

In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **USC Moreton Bay** - Service Centre, Ground Floor, Foundation Building, Gympie Road, Petrie
- **USC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **USC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **USC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay
- **USC Caboolture** - Student Central, Level 1 Building J, Cnr Manley and Tallon Street, Caboolture

Tel: +61 7 5430 2890

Email: studentcentral@usc.edu.au