

Course Outline

Code: COU704

Title: Internship 2

School: Social Sciences
Teaching Session: Semester 2
Year: 2019
Course Coordinator: Dr Justine Campbell – jcampbe5@usc.edu.au
Course Moderator: Dr Mark Pearson

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 you a second opportunity to apply a holistic integrated approach to counselling within an organisational counselling context. You will continue your integration and development of advanced counselling skills, theories and knowledge, applying them under supervision in an ethical and professional manner. You will engage in experiential learning, that is, first-hand experience about what it means to practice in the field of Counselling.

1.2 Field trips, WIL placements or activities required by professional accreditation

Activity	Details
WIL Placement	Students will complete 200 hours of internship professional clinical practice, which includes a minimum of 40 hours of direct client contact, 14 hours clinical supervision, and 146 agency hours.

2. What level is this course?

700 level Specialised - Demonstrating a specialised body of knowledge and set of skills for professional practice or further learning. Advanced application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

Specific Learning Outcomes	Assessment tasks	Graduate Qualities or Professional Standards mapping
On successful completion of this course, you should be able to:	You will be assessed on the learning outcomes in task/s:	Completing these tasks successfully will contribute to:
Develop, articulate, assess and evaluate learning goals in a professional practice setting using counselling theory, skills, knowledge and values.	1	Engaged

Specific Learning Outcomes On successful completion of this course, you should be able to:	Assessment tasks You will be assessed on the learning outcomes in task/s:	Graduate Qualities or Professional Standards mapping Completing these tasks successfully will contribute to:
Continue to demonstrate critical and creative self-reflection on your own practice, values and beliefs and evaluation of clinical counselling practice and your understanding of ethical responsibilities.	2, 3, 4	Ethical
Articulate advanced understanding and integration of counselling theory and skills in an agency setting, positive, respectful working relationships with clients, colleagues and community members, valuing of others with an understanding of and sensitivity towards cultural diversity, gender and disability, in a group supervision setting.	2, 3, 4,5	Engaged Sustainability-focused

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 Enrolment restrictions

Nil

5.2 Pre-requisites

COU 702 and COU703

5.3 Co-requisites

COU705

5.4 Anti-requisites

Nil

5.5 Specific assumed prior knowledge and skills (where applicable)

Nil

6. How am I going to be assessed?

6.1 Grading scale

Limited – 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

Students will receive feedback on their Learning Agreements in the first third of the teaching weeks of the semester. Draft copies of your Learning Agreement will be provided to the course coordinator for feedback before final version is submitted to SONIA.

6.3 Assessment tasks

Task No.	Assessment Product	Individual or Group	Weighting %	What is the duration / length?	When should I submit?	Where should I submit it?
1	Plan	Individual	Pass/Fail	Set Template	Week 4	Online Assignment Submission
2	Oral	Individual	Pass/Fail	20 Minutes	As arranged in group supervision	In Class
3	Portfolio	Individual	Pass/Fail	Two case studies - 500 words each	Week 13	Online Assignment Submission
4	Essay	Individual	Pass/Fail	1000 words	Week 13	Online Assignment Submission
5	Placement Performance	Individual	Pass/Fail	As per Manual template	Week 13	To Supervisor
6	Code of Conduct - adherence	Individual	Pass/Fail	See SONIA for your discipline specific Code of Conduct.	Throughout pre & post internship process, on campus & internship	In Class

Assessment 1: Learning agreement including goals and outcomes revised.

Goal:	Develop, articulate, assess and evaluate learning goals in a professional practice setting using counselling theory, skills, knowledge and values.
Product:	Plan
Format:	You will review all options for learning in consultation with your agency supervisor and clinical supervisor. The learning agreement will clearly outline your learning goals, tasks and methods for achieving outcomes. It formalises the relationship and understanding between you, the agency supervisor and the university. It is a tool used in supervision to monitor your placement progress.
Criteria:	<ul style="list-style-type: none"> • Demonstrated linkage between appropriate counselling theory and knowledge with your tasks while on internship. • Articulation of specific learning objectives including counselling theory, theory for practice, skills development and organisational / agency analysis. • Demonstration of a collaborative approach with your Agency Supervisor and Clinical Supervisor regarding the development of the learning agreement. • Articulation of evidence required to demonstrate achievements. • Clearly demonstrated achievements.

Assessment Task 2: Oral Case Presentation

Goal:	Demonstrate competency in the use of advanced counselling skills and theory integration, and self-reflection on own practice, through oral presentation of a case
Product:	Oral
Format:	Individual oral presentation to clinical supervisor and supervision group

Criteria:	<ul style="list-style-type: none"> • Clarity and ability to summarise the case. • Ability to summarise interventions used; • Ability to discuss the development of your own learning through the case. • Ability to identify strengths and challenges in your approach to working with this client.
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Assessment Task 3: Completion of Internship hours, reports and logs

Goal:	<ul style="list-style-type: none"> • You will complete logs recording a minimum of 200 hours of Internship, with a minimum of 40 hours direct client contact, • Additionally, logs of any group work hours, clinical supervision hours, and professional development hours will be submitted • Complete 2 case studies in summary and all relevant documentation (See Internship manual).
Product:	Portfolio
Format:	You will complete all relevant documentation required in the Internship Manual. You will complete and document 200 hours of internship, including a minimum of 40 hours of direct client contact. All associated documentation, (e.g. Logs, Supervisors reports, Agency reports, case reports) must be included in your ePortfolio.
Criteria:	<ul style="list-style-type: none"> • Completion of 200 hours of internship professional clinical practice, including a minimum of 40 hours of direct client contact • Completion of all forms • Clear concise case reports including case conceptualisation, therapeutic interventions, progress and closure

Assessment Task 4: Reflective Essay

Goal:	To produce a 1000-word essay that presents your personal reflections on the learning journey while completing Internship 2.
Product:	Essay
Format:	You will complete a 1000 word Reflective Essay on your experiences and insights.
Criteria:	<ul style="list-style-type: none"> • Demonstration of critical reflection and insight • Learning linked to reflection of values, beliefs, and assumptions appropriate to clinical counselling practice • Depth and quality of informed self-awareness and understanding of ethical responsibilities.

Assessment Task 5: Internship Assessment Report

Goal:	To successfully complete the Internship by demonstrating a professional understanding and application of counselling theories, skills, knowledge, and values.
Product:	Placement Performance
Format:	The Internship Assessment Report is to be completed by the Agency Supervisor in collaboration with the student for each respective internship site and respective semester period. The student and Agency Supervisor will complete a C = Competent; NYC=Not Yet Competent scale. A signed original is to be completed and provided to the Course Coordinator at end of internship.
Criteria:	<p>To be eligible to pass, you are required to complete the internship satisfactorily according to the criteria below.</p> <ul style="list-style-type: none"> • Counselling Theory • Understanding the Organisation • Working with the Agency Supervisor and / or Clinical Supervisor • Developing Relationships in the Organisation

	<ul style="list-style-type: none"> • Counselling Clinical Practice Skills • Skills and Knowledge Relating to the Practicum • Work Management and Administration Skills • Counselling Values • Reflective Practice
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Assessment Task 6: Code of Conduct

Goal:	This task enables you to become familiar with the Counselling WIL Code of Conduct for your discipline and work within its guidelines during a work integrated learning (WIL) experience
Product:	Code of Conduct
Format:	During your WIL internship you are required to complete 200 hours of work experience. To be eligible to pass, you are required to complete the internship satisfactorily according to the criteria below. See Blackboard for your Counselling WIL <i>Code of Conduct</i> .
Criteria:	The course coordinator will evaluate your standard and quality of your work and make an assessment against the following criteria: <ul style="list-style-type: none"> • Behaviour that is in accordance with the Counselling WIL Code of Conduct; • Behaviour that is in accord with the ACA and PACFA codes of ethics*; • Adherence to the Counselling WIL Code of Conduct and the Student Internship/ Placement Agreement • Completion of the required 200 hours.

* Australian Counselling Association (ACA) Accreditation of Counsellor Education Courses and Code of Ethics.

* Psychotherapy and Counselling Federation of Australia (PACFA) Training Standards and 2017 Code of Ethics.

7. Directed study hours

The directed study hours listed here are a portion of the workload for this course. 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.

Location: Specific Campus(es) or online:	Directed study hours for location:
Sippy Downs	Industry Internship: 2 days per week. Plus, attendance at a fortnightly clinical supervision session on campus. You must complete 200 hours of internship in a human services organisation, with a minimum of 40 hours of direct client contact.

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

Please note that 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

Lists of required and recommended readings may be found for this course on its Blackboard site. These materials/readings will assist you in preparing for tutorials and assignments and will provide further information regarding particular aspects of your course.

8.2 Specific requirements

Blue card

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low.

It is your responsibility as a student 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. It is also your responsibility to familiarise yourself with the University's general health and safety principles by reviewing the [online Health Safety and Wellbeing training module 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

Limited Graded Course:

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

In the first instance, you should contact your tutor, then the Course Coordinator. Additional assistance is provided to all students through Academic Skills Advisers. To book an appointment or find a drop-in session go to [Student Hub](#).

Contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au

10.5 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>

10.6 General Enquiries

In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **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