

Open Awards Qualification Unit



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1 Unit Details

Unit Title:	Applying Counselling Skills
Unit Reference Number:	K/507/6704
Level:	Level 2
Credit Value:	6
Minimum GLH:	48

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Be able to practise counselling skills ethically and safely	1.1 Establish an appropriate physical and psychological environment in which to practise counselling skills
	1.2 Use counselling skills within an ethical framework
	1.3 Work within limits of own ability
	1.4 Support those being helped to find additional support as required
2. Be able to maintain appropriate boundaries when using counselling skills	2.1 Establish appropriate personal and time boundaries
	2.2 Establish the nature and limits of confidentiality
3. Be able to use communication skills when helping others	3.1 Use body language to develop rapport
	3.2 Use active listening skills
	3.3 Make appropriate use of reflection methods
	3.4 Use open and closed questions appropriately
4. Be able to demonstrate the core qualities required in counselling	4.1 Demonstrate the core qualities of empathy, acceptance and congruence
	4.2 Enable the person being helped to focus on their own needs and concerns, without leading them

5. Be able to manage own feelings

5.1 Identify and manage own feelings in order to ensure they do not have a negative impact on the person being helped