COURSE OUTLINE

COU703 Internship 1

School: School of Law and Society

2022 | Semester 1

UniSC Sunshine Coast	BLENDED LEARNING	Most of your course is on campus but you may be able to do some components of this course online.

Please go to usc.edu.au 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 allows you to gain in-depth supervised practice in an agency setting. The aim is to provide you with an opportunity to integrate and apply counselling knowledge, skills and personal and professional development experiences, in order to develop as a reflective and mindful practitioner in counselling practice and within the community. To pass this course you must demonstrate critical reflection on knowledge of theory and issues related to counselling practice and supervision. Your Internship Manual will provide full details of all requirements.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Placement – Mandatory attendance at 2 hour Placement orientation workshop. Industry Placement commencing O week semester 1: 2 full days per week, plus a 2-hour supervision group on campus each fortnight to be scheduled with allocated clinical supervisor. You must complete 200 hours of internship in a human services organisation, and a minimum of 40 hours of direct client contact	200hrs	Week 1	Once Only

1.3. Course Topics

This course incorporates 200 hours of internship in professional counselling practice, within a community-based setting.

All interns receive clinical counselling supervision throughout their internships.

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?

COURSE LEARNING OUTCOMES On successful completion of this course, you should be able to...		GRADUATE QUALITIES Completing these tasks successfully will contribute to you becoming...
1	Demonstrate integration of counselling theory, knowledge and skills in a counselling practice.	Empowered Engaged
2	Demonstrate critical self-reflection of your own practice, including your values, beliefs and your understanding of ethical responsibilities.	Creative and critical thinker Ethical
3	Understand the relevance and importance of ongoing supervision and professional development within counselling practice.	Ethical Engaged
4	Demonstrate relevant skills of assessment and intervention with a particular client group and apply creativity and initiative in in the application of this knowledge to other client groups. Be familiar with the organization, daily functioning, ethical concerns and demands and cultural diversity of a counselling practice.	Engaged Sustainability-focussed
5	Articulate 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.	Ethical Engaged

5. Am I eligible to enrol in this course?

Refer to the UniSC Glossary of terms for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

COU701, COU709, COU750 and COU781 and enrolled in Program AR708

5.2. Co-requisites

COU702

5.3. Anti-requisites

Not applicable

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

Timely and detailed feedback is provided for each assessment. Feedback is provided both within text and general comments to build scholarly skills. Students are able to seek feedback through face-to-face discussion with the course coordinator. Tutorials will include extended discussion and review of the assessment task requirements and scope.

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	1a	Placement performance	Individual	See SONIA for your discipline specific Code of Conduct.	Refer to Format	In Class
All	1b	Written Piece	Individual	As per Manual template	Refer to Format	Online Submission
All	2	Oral and Written Piece	Individual	15 minutes	Throughout teaching period (refer to Format)	In Class
All	3	Written Piece	Individual	Internship Hours, Reports & Logs +1 x 500 word essay and 1000 word reflective essay.	Refer to Format	To Supervisor
All	4	Report	Individual	As per Manual template	Week 13	To Supervisor

All - Assessment Task 1a: 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:	Placement performance
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 Code of Ethics set out by ACA and PACFA. See Canvas for your Counselling WIL Code of Conduct.
CRITERIA:	

No.		Learning Outcome assessed
1	Behaviour that is in accordance with the Counselling WIL Code of Conduct;	2 5
2	Behaviour that is in accord with the ACA and PACFA codes of ethics;	2 5
3	Adherence to the Counselling WIL Code of Conduct and the Student Internship/ Placement Agreement;	2 5
4	Completion of the required 200 hours	1

All - Assessment Task 1b: Learning Agreement, Mid and Final placement

GOAL:	You will develop, articulate, assess and evaluate learning goals in a professional practice setting using counselling theory, skills, knowledge and values.
PRODUCT:	Written Piece
FORMAT:	Mid Placement Learning Agreement (submission week 4-6): Identify all options for learning in consultation with your agency supervisor and clinical supervisor. The learning agreement will clearly outline your learning goals and tasks. Final Placement Learning Agreement (submission week 12-14): Review and articulate examples of how learning goals and outcomes have been achieved.

CRITERIA:

No.		Learning Outcome assessed
1	Demonstrated linkage between appropriate counselling theory and knowledge with your tasks while on internship.	1
2	Articulation of specific learning objectives including counselling theory, theory for practice, skills development and organisational / agency analysis.	1
3	Demonstration of a collaborative approach with your Agency Supervisor and Clinical Supervisor regarding the development of the learning agreement.	5
4	Articulation of evidence required to demonstrate achievements.	2 3 4

All - Assessment Task 2: Oral Case Presentation & Written Case Summary

GOAL:	Demonstration of competency in the use of advanced counselling skills and theory integration, through oral presentation of a case.
PRODUCT:	Oral and Written Piece
FORMAT:	You will present a 15 minute case presentation and a 500-word case summary. This will occur within your scheduled clinical supervision sessions, as agreed with your supervisor.

CRITERIA:

No.		Learning Outcome assessed
1	Clarity and ability to summarise the case	2 4
2	Ability to summarise interventions used;	4
3	Ability to discuss the development of your own learning through the case.	2 3 4
4	Ability to identify strengths and challenges in your approach to working with this client.	2 4

All - Assessment Task 3: Internship ePortfolio; Logs of placement hours plus 2 x essay

GOAL:	You will complete all relevant documentation required in the Internship Manual. You will complete and document a minimum of 200 hours of internship, including a minimum of 40 hours of direct client contact, 14 clinical supervision. Submission of 2 x written essays.
PRODUCT:	Written Piece
FORMAT:	Activity logs detailing completed agency, direct client and supervision hours will be entered via SONIA (Submission by week 13) for approval by agency contact and allocated clinical supervisor. You will also complete: 1 x 500 word essay (Submission week 8) -How the agency responds to the needs of clients. How the agency response fits with your conceptualisation of counselling. 1 x 1000 word reflective essay (Submission week 12)-Your personal experience of internship along with your understanding of how counselling can meet national, communal and individual needs for emotional stability and wellbeing. Complete all relevant documentation (See Internship manual).

CRITERIA:

No.		Learning Outcome assessed
1	Completion of 200 hours of internship professional clinical practice, including a minimum of 40 hours of direct client contact	4 5
2	Clear concise case reports including case conceptualisation, therapeutic interventions, progress and closure	2 4 5
3	Completion of all internship documentation and supervision logs	1 3

All - Assessment Task 4: Internship Assessment Report

GOAL:	To successfully complete the Internship by demonstrating a professional understanding and application of counselling theories, skills, knowledge, and values.
PRODUCT:	Report
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.

CRITERIA:

No.		Learning Outcome assessed
1	Demonstrated capacity to draw from counselling theory;	4 5
2	Demonstrated understanding of, and capacity to work within, the organisational context;	5
3	Working collaboratively with Agency/Clinical Supervisor, organisational team members and the counselling Field Education Officer.	3 5
4	Demonstrated counselling clinical practice skills	2 4 5
5	Professional practice, work management and administration skills	1 5
6	Evidence Counselling Values in client engagement;	2 4 5
7	Actively participate in reflective practice	2

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. 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 Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

Please note that you need to have regular access to the resource(s) listed below. Resources may be required or recommended.

REQUIRED?	AUTHOR	YEAR	TITLE	EDITION	PUBLISHER
Required	H. Frederick Sweitzer,Mary A. King	2013	The Successful Internship	fourth	Cengage Learning

8.2. Specific requirements

Nil

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. 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 Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

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. SafeUniSC

UniSC is committed to a culture of respect and providing a safe and supportive environment for all members of our community. For immediate assistance on campus contact SafeUniSC by phone: 07 5430 1168 or using the SafeZone app. For general enquires contact the SafeUniSC team by phone 07 5456 3864 or email safe@usc.edu.au.

The SafeUniSC Specialist Service is a Student Wellbeing service that provides free and confidential support to students who may have experienced or observed behaviour that could cause fear, offence or trauma. To contact the service call 07 5430 1226 or email studentwellbeing@usc.edu.au.

10.5. 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.

10.6. 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.

10.7. 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.

10.8. 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
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching

10.9. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The Student Charter sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.10. General Enquiries

In person:

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

Tel: +61 7 5430 2890

Email: studentcentral@usc.edu.au