



**Arrangements for:
Professional Development Award in
Addiction Counselling
at SCQF level 8**

Group Award Code: G8W6 48

Validation date: June 2007

Date of original publication: January 2009

Version: 01

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of Higher National qualifications.

SQA acknowledges the valuable contribution that Anniesland College, Glasgow and in particular, Kirsten Amis, played in the development of this award.

Contents

| | | |
|-----|---|---|
| 1 | Introduction..... | 1 |
| 2 | Rationale for the development of the Group Award..... | 1 |
| 2.1 | Market demand..... | 2 |
| 2.2 | Links to National Occupational Standards (NOS) | 2 |
| 2.3 | Relationship with other awards | 2 |
| 3 | Aims of the Group Award | 4 |
| 3.1 | Specific aims of the Group Award | 4 |
| 4 | Access to Group Award..... | 4 |
| 5 | Group Award structure | 5 |
| 6 | Approaches to delivery and assessment..... | 6 |
| 6.1 | Content and context..... | 6 |
| 6.2 | Core skills..... | 6 |
| 6.3 | Delivery and assessment | 6 |
| 6.4 | Open Learning..... | 6 |
| 6.5 | Credit transfer arrangements | 7 |
| 6.6 | Progression pathways | 7 |
| 7 | General information for centres..... | 7 |
| 8 | General information for candidates | 8 |
| 9 | Glossary of terms..... | 9 |

1 Introduction

This is the Arrangements Document for the revised Group Award in Addiction Counselling which was validated in June 2007. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

The newly developed PDA consists of three Units:

F1EV 34 *Counselling: Understanding Addictive Behaviours*
(8 SCQF points at SCQF level 7)

F1EW 35 *Counselling: Working with Addictive Behaviours*
(8 SCQF points at SCQF level 8)

F1EX 35 *Counselling: Working with Substance Misuse*
(8 SCQF points at SCQF level 8)

These are currently validated as part of the HNC framework although their value as a discrete award is considerable. The background research, writing of the Units and rationale were prepared and completed by Kirsten Amis, a lecturer in Counselling at Anniesland College. Her professional background includes twenty years of counselling in NHS, voluntary and private practice environments which has included substantial experience with addictive behaviours. Kirsten has been part of both the SQA Counselling Consortium and Qualification Design Team for ten years.

There is currently a substantial cohort of addiction workers employed within statutory, voluntary and private sectors of addiction services in Scotland. The PDA would provide an appropriate level of award encompassing both theory and practice for these staff. A PDA would also provide an alternative to courses provided by other certifying bodies, in addition to progression from Introduction to Counselling, Counselling Skills, HNC Counselling and preparation for HND Counselling.

2 Rationale for the development of the Group Award

Scotland has one of the highest incidences of addiction world wide, particularly regarding alcohol and substance use. According to Drug Misuse Information Scotland, 289 per 100,000 population in 2005/2006 were misusing illegal drugs ⁽¹⁾. This figure does not include other addictions, for example to behaviours like gambling or alcohol which are also recognised as being substantial. As a result of this, addiction services are some of the most prevalent support services meeting a public need in Scotland today.

Apart from SVQ provision, the SQA currently only has National Certificate Unit 'Substance Use and Misuse' available which, although being a sound introductory Unit, does not cater for those with experience within the area or requiring a higher level qualification, therefore there is no specific award relating to this specialist subject area. A Professional Development Award: Addiction Counselling would also provide an alternative to the addiction-related qualifications available from other certifying bodies, eg COSCA, Alcohol Focus Scotland and STRADA.

The target audience for this award would include care workers, project workers, counsellors who require continuing professional development within a specialism and nurses and social workers wishing to underpin their experience with appropriate qualifications.

The PDA: Addiction Counselling is intended for candidates:

- ◆ currently working or who have experience within addiction services
- ◆ wishing to progress from HNC level
- ◆ with an interest in developing skills in addiction counselling
- ◆ who can demonstrate the ability to work at SCQF level 8

To consider the PDA in relation to other qualifications, the combination of level 7 and level 8 Units would sit comfortably between the HNC Counselling and the proposed HND. It would also be accessible via NQ Introduction to Counselling or Counselling Skills Units. The three Units combined amount to 120 hours which offers a clear alternative to the 120 hour COSCA Counselling Certificate which is a requirement for working within many voluntary addiction services. The prominence of the SQA suggests that this award will also receive recognition within the field.

At a recent NHS/Health Scotland consultative meeting that was part of a larger national scoping project, Alcohol and Drug Action Teams (ADATs) from all over Scotland were represented to outline their training requirements. A basic training requirement will be decided upon during Summer 2007 and it is hoped that this will be made public in August 2007. The PDA Addiction Counselling is being included in these discussions and is being positively received.

(1) <http://www.drugmisuse.isdscotland.org/publications/06dmss/06dmss-004.htm>

2.1 Market demand

Evidence of market research and demand is contained in Appendix A.

2.2 Links to National Occupational Standards (NOS)

Cognizance was taken of the current SVQs in Counselling during the development of the Units. The revised suite of NOS (currently subject to approval) was also consulted and used to inform the content of the Units.

2.3 Relationship with other awards

As mentioned above, SQA has the following qualifications for the sector:

- ◆ HNC Counselling
- ◆ PDA Counselling
- ◆ SVQs Counselling levels 3 and 4

In addition, this PDA would articulate with the proposed HND in Counselling currently under discussion.

The following page contains a graphic representation of current counselling course provision in Scotland and illustrates where the PDA: Addiction Counselling sits within the larger professional hierarchy of courses.

Counselling Training Framework (Scotland)

| | | | | |
|------------------|---|--|--|--|
| 480 hours | <p>Counselling PDA Length — 480 taught hrs/1yr F/T, 2 yr P/T Placement — YES</p> <p>HNC Counselling Length — 480 taught hrs/1 yr F/T, 2 yr P/T Orientation — variable Placement — dependent on centre</p> | <p>PG Diploma Length — 450 hrs Orientation — Person centred Placement — YES</p> | <p>Diploma in Counselling Length — 460 hours approx Orientation — Various Placement — dependent on centre</p> | |
| 360 hours | | | | <p>Advanced Diploma in Counselling Certifying body — CTI Length — 330 hrs Placement — YES</p> |
| 200 hours | | <p>MSc Length — 140/180 taught hours Orientation — various Placement — NO</p> | <p>MSc Length — 140/180 taught hours Orientation — various Placement — NO</p> | |
| 120 hours | <p>PDA: Addiction Counselling Length — 120 Hours Orientation — various Placement — NO</p> | | <p>Certificate in Counselling Skills Length — 120 hrs approx Orientation — variable Placement — NO</p> | <p>Foundation Certificate Certifying body — CTI Length — 1 yr 120 hrs P/T Orientation Placement — NO</p> <p>Certificate in Counselling Studies NVQ level 2/3 Certifying Body — CPCAB Length — 90 hrs Orientation — N/A Placement — YES</p> |
| 80 hours | <p>Counselling Skills Length — 80 hours Orientation — integrative Placement — NO</p> | | | <p>Certificate in Counselling Supervision Certifying body — CTI Length — 60 hrs Orientation — Placement — YES</p> |
| 40 hours | <p>Introduction to Counselling Length — 40 hours Orientation — Integrative Placement — NO</p> | | <p>Specialist courses Length — 30/36 hrs Orientation — N/A Placement — Dependent on centre</p> | <p>Various leisure courses Length — various Orientation N/A Placement — NO</p> |
| | SQA | BACP | COSCA | Other |

3 Aims of the Group Award

The aim of this award is two-fold: firstly to recognise the importance of discriminating between addictive behaviours and addictive substances. This is not currently addressed within any counselling award provided by SQA. The award is an alternative for not just ADATs but all individuals working with addictions who wish to expand their knowledge and qualifications with an internationally recognised, as opposed to a locally developed, award.

Secondly, being able to access training within local colleges is also a valid issue for those working shifts as are the funding implications that accompany this; Fee waivers, Individual Learning Accounts and subsidised learning available in the FE sector are not offered by other training bodies and can have a significant impact upon training budgets.

3.1 Specific aims of the Group Award

The award aims to give candidates the knowledge and understanding and consider the practicalities necessary to support individuals living with addiction.

Candidates completing this award will have a sound knowledge of:

- ◆ identifying possible addictions
- ◆ explaining theoretical models relating to addictive behaviour
- ◆ describing current treatment options
- ◆ investigating current organisational services for addiction
- ◆ analysing group process in relation to facilitation of an addiction group
- ◆ comparing and contrasting effects of substances that are recognised as leading to addiction
- ◆ analysing the effects of substance misuse of one family member on family functioning
- ◆ understanding assessment and referrals processes

and be able to:

- ◆ demonstrate personal learning
- ◆ demonstrate the negotiation of an addiction counselling contract
- ◆ demonstrate relevant counselling skills necessary for working with clients experiencing substance addiction

4 Access to Group Award

Candidates wishing to complete this award should ideally have experience working within the field of either addiction or counselling. However, it is still valid for those with an interest in addictions, those hoping to work with addictive behaviours in the future or those with personal experience (either themselves or a friend or family member).

Candidates should have a good standard and range of Communication Skills. These could be evidenced by achievement of English (or other language-based subject) at SCQF level 6 or equivalent qualification. Alternatively, entry may be at the discretion of the Centre and such skills could be evidenced by interview and/or written assignment.

5 Group Award structure

The award contains three Higher National Units (3 SQA credits 24 SCQF credit points), corresponding to one credit at SCQF level 7 (8 SCQF) and two credits at SCQF level 8 (16 SCQF).

| Unit code | Unit title | Credit value | SCQF level | | Mandatory or Optional | |
|-----------|---|--------------|------------|---|-----------------------|----------|
| | | | 7 | 8 | Mandatory | Optional |
| F1EV 34 | Counselling: Understanding Addictive Behaviours | 1 | ✓ | | ✓ | |
| F1EW 35 | Counselling: Working with Addictive Behaviours | 1 | | ✓ | ✓ | |
| F1EX 35 | Counselling: Working with Substance Misuse | 1 | | ✓ | ✓ | |

6 Approaches to delivery and assessment

6.1 Content and context

The current political climate surrounding addictive behaviours and the use of addictive substances within Scotland features predominately within Social Inclusion (Items 3.3, 5.24, 5.25, 5.33, 6.43) and Social Justice targets (a milestone in ‘Every Family Matters’) regarding community health and highlights political concern regarding addiction in Scotland. This is an opportunity to broaden such training in a growth area.

The focus of the award is very much to encourage candidates to consider a more holistic approach to understanding and working with addictions. The inclusion of social, emotional and personal aspects rather than purely physical ones is intentional.

6.2 Core skills

There is no automatic certification of Core Skills or Core Skill components in this Unit. However, there are clearly opportunities for candidates to develop or enhance their skills of:

- ◆ Communication
- ◆ Problem Solving
- ◆ Working with Others
- ◆ Information and Communication Technology

6.3 Delivery and assessment

Counselling: Understanding Addictive Behaviours will be delivered first as the content underpins the knowledge of the following two level 8 Units. It is strongly recommended that Counselling: Working with Addictive Behaviours is delivered next, due the progression that is embedded within these. Finally, Counselling: Working with Substance Misuse should be delivered once these are successfully completed to allow the candidate to build on and apply previous knowledge to a more practice based Unit.

There is scope to incorporate visits to agencies specialising in supporting people living with addictive behaviours. Delivery can include group work and workshops rather than a purely pedagogical approach.

6.4 Open Learning

It is recommended that this award is delivered as a taught course on two accounts. Firstly, the experiential aspect and practical elements require interpersonal involvement and secondly, to allow the qualification to be recognised and articulated by professional bodies (BACP, COSCA, AFS etc) which will add to it’s flexibility and applicability in the field.

6.5 Credit transfer arrangements

The three Units that form the PDA are new and the content is not duplicated in any existing SQA Units therefore credit transfer is unlikely to be an issue. All three Units are included in the framework for the HNC Counselling as optional Units.

Candidates who complete any of the three Units of the award as part of the HNC in Counselling would be able to claim credit transfer into the PDA. In the event that candidates achieve all three Units as part of the HNC, they would then be eligible for the PDA Award.

6.6 Progression pathways

It is likely that the Professional Development Award will be used as a means for successful candidates to evidence their experience of working with individuals and groups with addictive behaviours. It is hoped that candidates who have successfully completed Higher National Certificate in Counselling or who are progressing to the Higher National Diploma in Counselling will be able to gain this additional award if they complete the three PDA Units as part of the Higher National award as these are optional Units within this framework.

This allows centres the flexibility to choose to deliver the PDA: Addiction Counselling as a discrete award or embed it as part of the HN framework.

7 General information for centres

Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).

Internal and external verification

All instruments of assessment used within this/these Group Award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment and Quality Assurance for Colleges of Further Education* (www.sqa.org.uk).

8 General information for candidates

The PDA Addiction Counselling at SCQF level 8 is a specialist higher level award which offers you the opportunity to further develop your counselling skills in the specific context of Addiction Counselling. It is designed for experienced practitioners who work, or are intending to work, in the field of addiction counselling and will develop specific knowledge and skills related to addiction. It will also help meet your Continuing Professional Development (CPD) needs. In addition, it provides a progression opportunity from the HNC Counselling. If you have achieved one or more of these Units as part of the HNC, you will be able to count it/them towards the PDA.

There are three Units to the qualification, all of which are mandatory. They are:

F1EV 34 Counselling: Understanding Addictive Behaviours (SCQF level 7)

The Unit covers both chemical/substance addiction and behavioural addictions. It also provides the opportunity for you to reflect on your learning and the impact on yourself and your relationships.

On completion of this Unit you will be able to:

- ◆ identify and describe possible addictions
- ◆ explain theoretical models relating to addictive behaviour
- ◆ describe current treatment approaches
- ◆ demonstrate personal learning

F1EW 35 Counselling: Working with Addictive Behaviours (SCQF level 8)

This Unit is designed to provide you with the specialist knowledge and skills required to work with addictive behaviours. You will have the opportunity to investigate the current provision of support for addiction, consider group counselling in relation to addictive behaviours, develop skills to negotiate with clients and finally to reflect on your own personal development.

On completion of this Unit you will be able to:

- ◆ investigate current organisational services for addiction
- ◆ analyse theory of group process in relation to facilitation of an addiction group
- ◆ demonstrate the negotiation of an addiction counselling contract
- ◆ demonstrate personal learning

F1EX 35 Counselling: Working with Substance Misuse (SCQF level 8)

This Unit is designed to allow you to develop the specialist knowledge required to understand the factors contributing to and the impact of substance abuse. The Unit is suitable for those working in or preparing to work in the field of addiction counselling.

On completion of this Unit you will be able to:

- ◆ compare and contrast effects of substances that are recognised as leading to addiction
- ◆ analyse the effects of substance misuse of one family member on family functioning
- ◆ demonstrate relevant counselling skills necessary for working with clients experiencing substance addiction
- ◆ demonstrate personal learning

Assessment for all three Units will be a mix of written or recorded oral assignments, demonstration of practical skills and by the production of a reflective journal.

9 Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk

SCQF credit points: One HN credit is equivalent to 8 SCQF credit points. This applies to all HN Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. HN Units will normally be at levels 6–9. Graded Units will be at level 7 and 8.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded Unit: Graded Units assess candidates' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Dedicated Unit to cover Core Skills: This is a non-subject Unit that is written to cover one or more particular Core Skills.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the HNC/HND from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised HNCs and HNDs are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised HNCs and HNDs are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised HNCs and HNDs, these developments or revisions will also be supported by SQA.