



# **COURSE GUIDE 2020**

**CHC51015 DIPLOMA OF COUNSELLING**

# Evolve College

Evolve to us is not just a word – it symbolises what we are here to do – allow you the opportunity to evolve as a person. Within this ethos is the factor of the whole of you, respectfully held, and presented with the view that you are the key figure and the important element in any industry.

At Evolve College we believe that it is possible for our work places to be an environment that support not only our own health and wellbeing, but that of all others, for the world is, after all, made up of people well before it is about any service or product.

Evolve College therefore offers education and training that provide students with the opportunity to maximise their potential and become living examples of this philosophy.



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## // World Class Training

Evolve College uses a unique training system so your learning is more effective and can be achieved in a shorter space of time. Our world class training provides you with practical skills to help you enter the industry job ready. Evolve College is renowned for its high quality training and student outcomes.

## // Awesome Career

Imagine working in an industry which is exciting, motivating and growing.

Counselling is a career filled with helping people and giving back. Students who dedicate themselves to their study and profession will find themselves entering a very rewarding industry. The Diploma of Counselling is a great entry level qualification. It provides the required skills and training to be able to perform one to one counselling sessions or work as a counsellor in a work environment. The Diploma of Counselling qualification is also a great stepping stone towards further counselling training.

## // Learning Made Easy

Evolve College provides world class training that works for you. We use a unique flexible training system to maximise the value you get from your learning. As well as meeting all government guidelines, our flexible course timetable and different study options allows you to learn at your own pace. We have designed our face-to-face training to fit around busy schedules, meaning you don't have to give up your day job to study something new.

## Government Accredited

We work hard to provide our students with unsurpassed levels of education and service. Our courses are nationally recognised and accredited which means they have been found to meet the stringent education quality standards set by the government.

Evolve College is a Registered Training Organisation (RTO) and is approved to deliver the following counselling courses:

- CHC51015 Diploma of Counselling

Government Accredited qualifications are highly valued by employers and are sought after by those developing a career.

## Centrelink Approved

The CHC51015 Diploma of Counselling is approved for Centrelink Student Assistance:

- Youth Allowance
- Austudy
- Abstudy
- Pensioner Education Supplement

Funding is available for both on-campus and correspondence modes of study.

There are also other government funded incentives available depending on individual circumstances. Contact Centrelink to check your eligibility for funding.

Evolve College's Centrelink reference number is 3P867.



## Your Qualification

On successful completion of each qualification you will receive a:

- Nationally accredited certificate
- Official academic transcript

With a strong emphasis on practical training, Evolve College graduates emerge job ready and at the leading edge of the industry.

Government recognised and industry respected, Evolve College qualifications opens doors.

## Nationally Recognised Training

Evolve College is registered to deliver Nationally Recognised Training. Therefore, your qualification will include the Nationally Recognised Training Logo.

Evolve College's Registered Training Organisation Number is 41035.

**CHC51015 Diploma of  
Counselling**



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## // Top 8 Reasons Students Choose Evolve College

We are committed to providing you with the most effective, inspiring and up-to-date education available in the world today.

### 1 FUN, EASY, ACCREDITED TRAINING

We present courses which are easy to understand and are in line with Government regulations. At Evolve College we know what employers are looking for, so we give you the opportunity to be job ready.

### 2 ASSESSMENTS WHICH SUPPORT YOU

We do have assessments, because we believe that when you leave Evolve College, you will want to be at your best. But there's no stress, we prepare you and provide you with any support you need. If, for some reason, your assessment is unsuccessful, you have the opportunity to repeat your assessment.

### 3 RECOGNITION OF YOUR QUALIFICATION

By successfully completing your qualification with Evolve College, you will be eligible for membership with a professional association in the counselling industry, giving you the recognition you deserve.

### 4 CAREER ADVANTAGE

Graduates of Evolve College have the advantage of being at the leading edge of the industry. While studying, Evolve College students are sought by industry for counselling due to their professionalism, integrity and skill.



#### 5 VALUE FOR MONEY

Our fees are all-inclusive with no hidden costs. All your learning materials are included as part of your subject/course fee. We have easy, flexible payment options so it's affordable for you to get started right away.

#### 6 COURSES AVAILABLE WHERE YOU ARE

Full-time, part-time, on campus and correspondence are all available. We appreciate that your time is precious – you can choose your own pace of study with the flexibility to accommodate your other commitments.

#### 7 UNIQUE TRAINING SYSTEM

Because Evolve College uses a unique training system, your learning is more effective and can be achieved efficiently and simply. You get lots of out of your training and only the essential up-to-date skills are taught.

#### 8 HIGHLY QUALIFIED TRAINERS

Another key difference you will notice at Evolve College is that we know how to educate because we specialise in counselling teaching. Your training is in the hands of some of the most successful and respected educators in the industry. We care about you, your education and your success.

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## // Course Structure

Evolve College is dedicated to your development.

Our course structure is designed to support you and your learning. This includes:

- Online learning on our state-of-the-art, interactive learning platform the EvolveHub, which has been designed to support different learning styles and to make your study simple and enjoyable
- Campus training by a highly experienced Evolve College Trainer/ Assessor

Our course is structured with a specific focus on developing students who are job ready upon graduation. This means you can join the counselling industry ready to begin work as a valuable, contributing worker.

**CHC51015: DIPLOMA OF  
COUNSELLING**  
COUNSELLOR

Structure overview:

- 8 subject total

# CHC51015 Diploma of Counselling

## COURSE SUBJECTS:

The Diploma of Counselling consists of 8 subjects.

- 1 Foundations of Counselling
- 2 Developing the Counselling Relationship
- 3 Theories of Counselling
- 4 Therapies and Brief Interventions
- 5 Working with Crisis and Case Management
- 6 Diversity and Inclusiveness
- 7 Specialist Counselling
- 8 Counselling Practice

The CHC51015 Diploma of Counselling provides the skills needed to work in the counselling industry as a counsellor.

## YOU WILL BE ABLE TO WORK:

- In a variety of social welfare and community settings
- In health care environments where counselling and other services are offered

## OCCUPATIONAL TITLE:

- Counsellor

This course is compliant with the standards government and industry have set for workers at this level in the counselling industry.

## CHC51015 DIPLOMA OF COUNSELLING

This qualification prepares you to become a counsellor, working with clients on personal and psychological issues using established counselling modalities. Upon graduation from this qualification, you will be able to work using communication, micro-counselling and interviewing skills and draw on varied counselling therapies to assist clients.

## COMMUNITY SERVICES TRAINING PACKAGE

Upon completion of CHC51015 Diploma of Counselling (Subjects 1–8) students will achieve the following Qualification and Units of Competency from the Community Services Training Package.



## CHC51015 DIPLOMA OF COUNSELLING

### CORE UNITS

CHCCCS019	Recognise and respond to crisis situations
CHCCSL001	Establish and confirm the counselling relationship
CHCCSL002	Apply specialist interpersonal and counselling interview skills
CHCCSL003	Facilitate the counselling relationship and process
CHCCSL004	Research and apply personality and development theories
CHCCSL005	Apply learning theories in counselling
CHCCSL006	Select and use counselling therapies
CHCCSL007	Support counselling clients in decision-making processes
CHCCSM005	Develop, facilitate and review all aspects of case management
CHCDIV001	Work with diverse people
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCLEG001	Work legally and ethically
CHCPRP003	Reflect on and improve own professional practice

### ELECTIVE UNITS

CHCCCS014	Provide brief interventions
CHCCCS017	Provide loss and grief support
CHCDFV001	Recognise and respond appropriately to domestic and family violence
CHCFAM003	Support people to improve relationships

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## // 6 Most Frequently Asked Questions

We realise that comparing colleges is a difficult task. So here are some frequently asked questions which we hope will help. You might have some others! Just contact one of our course advisors for further assistance.

### 1 WHAT KIND OF STUDENT SUPPORT WILL I RECEIVE?

You will be supported every step of the way – from your first enquiry with our Course Advisors to direct contact with our Trainers and Assessors, and our amazing course materials through our online portal. Administrative support is also available, with a turnaround time of 24 hours during weekdays.

If you are studying by correspondence, a trainer will answer your questions within 48 hours or less. You will also receive a comprehensive student handbook that walks you through your course. Each subject will be clearly laid out and will allow you to progress as quickly as you feel comfortable.

### 2 DO I HAVE TO GIVE UP MY DAY JOB TO DO THE COURSE?

Not at all! We have available a wide range of options so that you don't need to give up your day job and you can still complete the Diploma course in 12 months!

If studying on-campus, depending on your location, you can choose from the following timetable formats:

- Weekends (Saturday & Sunday)

You can even do the course from the comfort of your own home with our comprehensive home study program. You will be required to attend on campus for clinical assessment.

### 3 ARE ANY PAYMENT OPTIONS OR FINANCIAL ASSISTANCE AVAILABLE?

Evolve College offers different payment options to fit with the student's needs. Information about payment options are available on our website: [www.evolvecollege.com/fees](http://www.evolvecollege.com/fees)

Evolve College offeres flexible payment plans to suit each individuals needs.

#### 4 I HAVEN'T STUDIED FOR YEARS, ARE THERE ANY EXAMS?

Don't worry! To get you into the counselling industry as quickly as possible you simply need practical skills and the required knowledge that goes with those. We don't have stressful, written tests or exams! You participate in relevant knowledge checks, practical evaluations and online learning experiences. We give you everything you need to know, so you learn only the material that you need. Once competent, you will leave Evolve College 'job ready'.

#### 5 IF I MOVE, CAN MY COURSE MOVE WITH ME?

Yes! With training centres Australia-wide, you can organise a transfer from any location! You can even defer your course to take time off for any reason.

\* Subject to availability and fees apply

#### 6 WHAT ARE THE ENROLMENT DATES FOR THE COURSES ?

Evolve College offers enrolment throughout the year. This means you can enrol and get started on your course straight away. Practical classes run throughout the year and offer multiple intake options. See our website for more information.

#### 7 WHERE CAN I FIND MORE INFORMATION ABOUT FEES?

Your tuition fees cover all tuition and assessment materials for training delivered by Evolve College.

Your tuition fees do not cover incidental fees as listed on our Administrative Fee Schedule, available for download on our website, at [www.evolvecollege.com/policies](http://www.evolvecollege.com/policies). For information on fees, please visit [www.evolvecollege.com/fees](http://www.evolvecollege.com/fees).



## // Study Options

You have two study options to choose from. You can study by correspondence (home study learning) or on-campus (classroom learning).

You will receive identical accreditation at the end of your training irrespective of the option you choose.

Both correspondence and on-campus options are exactly the same in:

- Content
- Assessment
- Qualification received

Your decision as to whether to study by correspondence or on-campus will be based on your own needs and preferences, as well as your individual circumstances. Feel free to give one of our course advisors a call to discuss.



## // On Campus

Study your theoretical content online and learn the practical skills face-to-face with an industry leading trainer. This method is great for those who like to take a practical approach to study and would like guidance through assessments. Blended mode consist of attending a 5 lots of 2-day practical class once every 6-8 weeks, this means you do a total of 10 days on campus spread throughout your course.

**Evolve College delivers the blended mode from its campuses in Sydney, Brisbane and Melbourne.**

## // Correspondence

Study your whole course from your own chosen location using our online learning platform. Our custom built learning platform has been highly commended as one of the best in Australia. This study type is best for the self-motivated and committed learner. It requires theoretical study to be completed online and submission of practical assessments via video.

## // Associations

Evolve College's CHC51015 Diploma of Counselling course is accredited with Australian Community Counselling Association (ACCA). ACCA can be contacted via its website <https://acca.asn.au>. ACCA is offering free student membership to Evolve College students. Please contact us if you would like more information. In the future we may apply to other associations for accreditation depending on student demand.

Joining a counselling association, such as ACCA, as a student or as a graduate, is the next step in your counselling career. Student membership can support you while studying, to learn about the industry on the ground and start to make connections. Ongoing, after you graduate, your association will also help you with Professional Development options and practical elements to support graduates practically.

# CHC51015

## Diploma of Counselling

### SUBJECT 1

## Foundations of Counselling

CHCCSL001

Establish and Confirm the Counselling Relationship

CHCCSL002

Apply Specialist Interpersonal and Counselling Interviewing Skills

This subject provides a supportive foundational understanding of counselling and its core principles. One of the most integral components of counselling is to establish professional working relationships with each client. To do this, having knowledge of how to apply interpersonal and counselling interview skills is vital. This subject provides the information for all of these points.

#### SUMMARY OF CONTENT:

- Structure of counselling session
- Building rapport with clients
- Beginning and ending sessions
- Intake forms and note taking
- Session plans
- History of Counselling
- Client intake information assessment
- Microskills including:
  - Paraphrasing and summarising
  - Body-language
  - Challenging
  - Active listening
- Principles effective counselling

### SUBJECT 2

## Developing the Counselling Relationship

CHCCSL003

Facilitate the Counselling Relationship and Process

CHCCSL007

Support Counselling Clients in Decision-making Processes

This subject takes a more comprehensive look at developing the counselling relationship. Working to a professional standard within the counselling profession asks counsellors to provide a quality of space where each client is supported to address their personal concerns and set realistic goals to facilitate more positive decision-making.

#### SUMMARY OF CONTENT:

- Motivational interviewing
- Counselling relationship boundaries
- Supporting ongoing relationship building
- Decision making models
- Action planning
- Developing awareness of change
- Relapse and change management



## SUBJECT 3

### Professionalism, Diversity and Inclusiveness

CHCDIV001

Work with Diverse People

CHCDIV002

Promote Aboriginal and/or Torres Strait Islander Cultural Safety

CHCLEG001

Work Legally and Ethically

CHCPRP003

Reflect on and Improve Own Professional Practice

This subject covers a broad array of topics pertaining to professionalism, diversity and inclusiveness. The importance of workplace diversity is clearly explained with specific attention given to promoting and supporting Aboriginals and Torres Strait Islanders through cultural safety and inclusive practices. Also, information is given to ensure counsellors work legally and ethically by outlining rights and responsibilities for both the client and practitioner. Lastly, the importance of continual improvements to professional practice is outlined.

#### SUMMARY OF CONTENT:

- Cultural background understanding
- Cultural safety
- Relevant laws for industry
- Counselling ethics
- Practical steps for reviewing and improving

## SUBJECT 4

### Theories of Counselling

CHCCSL004

Research and Apply Personality and Development Theories

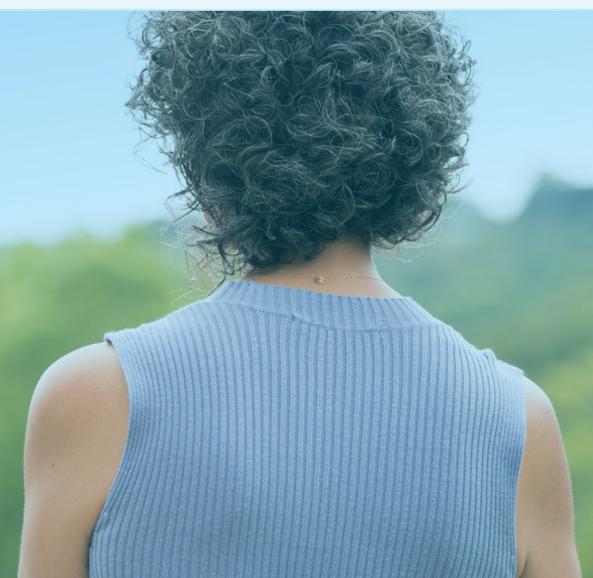
CHCCSL005

Apply Learning Theories of Counselling

This subject offers a comprehensive outline of the various prominent theories used in counselling. Renowned theories of personality and development are detailed. With this foundational information, learning theories such as behaviourism are explored. Lastly, concepts such as conditioning, reinforcement and punishment are defined and expanded on.

#### SUMMARY OF CONTENT:

- Freudian concept
- Maslow's theory
- Nature vs Nurture
- CBT
- Integrating theories into practice



# CHC51015

## Diploma of Counselling

### SUBJECT 5

## Therapies and Brief Interventions

CHCCSL006

Select and Use Counselling Therapies

CHCCCS014

Provide Brief Interventions

This subject describes the skills and knowledge required to select and use different counselling therapies to meet client needs. It applies to individuals whose job role involves working with clients on personal and psychological issues, within established policies, procedures and guidelines. It also describes the skills and knowledge required to assess intervention needs, and then to implement and monitor brief intervention strategies for people at various stages of the change process.

### SUMMARY OF CONTENT:

- Provide counselling services for:
  - Anxiety
  - Family issues
  - Grief and loss
  - Parenting & Pregnancy
  - Relationships
  - Self-esteem
  - Social isolation
  - Stress management
  - Provide interventions

### SUBJECT 6

## Working with Crisis and Case Management

CHCCCS019

Recognise and Respond to Crisis Situations

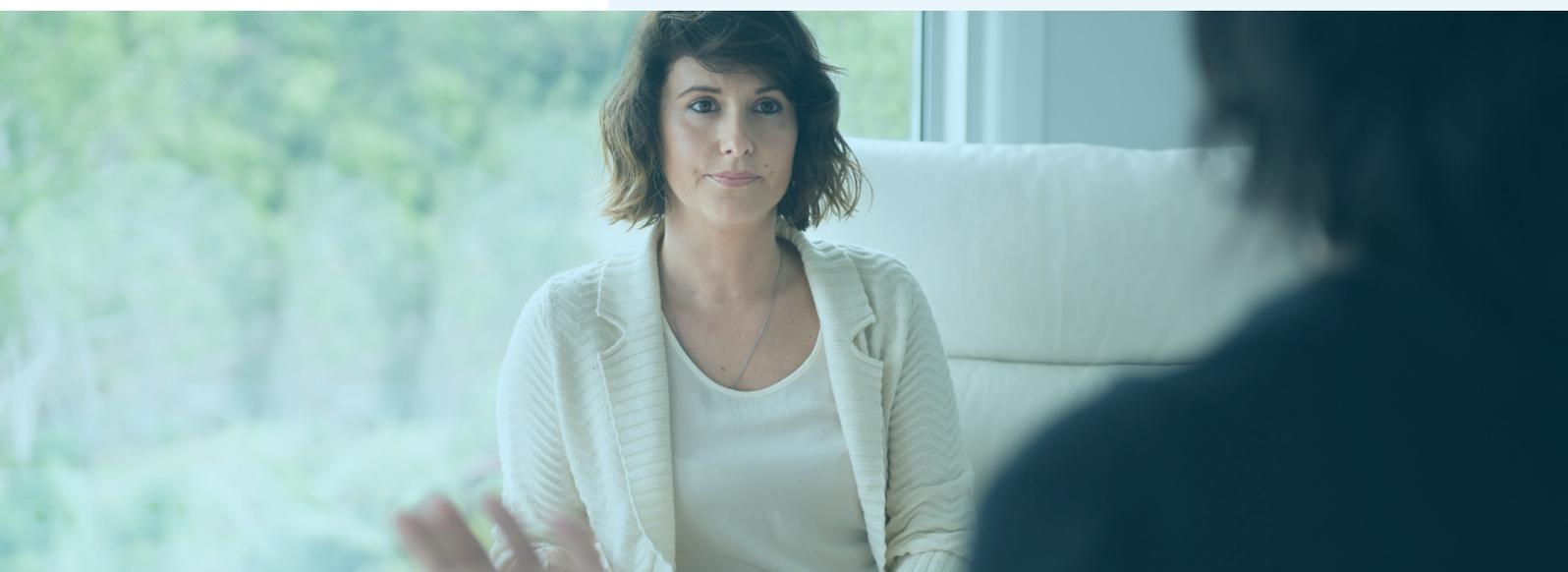
CHCCSM005

Develop, Facilitate and Review all aspects of Case Management

In this subject you will learn all aspects of the signs of a person in crisis. After learning to identify crisis you will be trained in the delicate art of how to respond including, what is your responsibility and when to refer. The case management unit explores the required skills to be able to review and assess cases, followed by providing ongoing support and management.

### SUMMARY OF CONTENT:

- Signs of people in crisis
- Methods for responding to crisis
- Review case files
- Create case management plans



## SUBJECT 7

### Specialist Counselling

CHCCS017

Provide Loss and Grief Support

CHCDFV001

Recognise and Respond Appropriately to Domestic and Family Violence

CHCFAM003

Support People to Improve Relationships

In this subject you will learn how to provide specialist counselling, including loss and grief support, as well as how to recognise and respond appropriately to domestic and family violence. You will also learn how to support people to improve relationships.

#### SUMMARY OF CONTENT:

- Providing support during loss
- Recognising domestic violence situations
- Relationship improving techniques
- Stages of grief
- Support pathways for family help

## SUBJECT 8

### Counselling Practice

\* CHCCS019

\* CHCDIV001

\* CHCCSL001

\* CHCDIV002

\* CHCCSL002

\* CHCLEG001

\* CHCCSL003

\* CHCPRP003

\* CHCCSL004

\* CHCCS014

\* CHCCSL005

\* CHCCS017

\* CHCCSL006

\* CHCDFV001

\* CHCCSL007

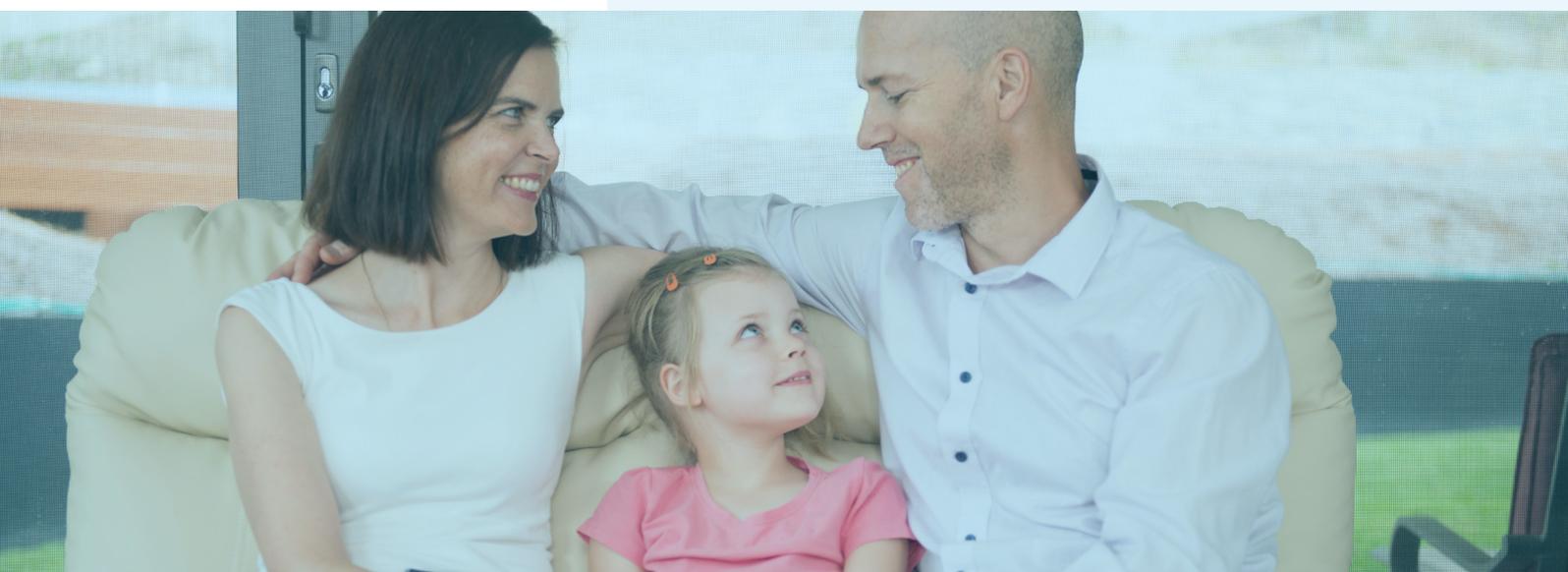
\* CHCFAM003

\* CHCCSM005

Counselling Practice is an opportunity to attend on-campus and integrate your learning, as well as to demonstrate the skills and knowledge required to work effectively as a Counsellor. This subject helps prepare you to enter the industry as a professional counsellor.

#### SUMMARY OF CONTENT:

- Performing clinical sessions
- Case scenerio practice
- Treatment plans



**E**ducation made easy. Evolve College delivers high quality education on an easy to use platform, giving you everything you need to excel in your learning

**V**isionary. We are constantly pushing the limits of what we can offer our students and the industry

**O**ur success is based on the success of our students. We value our quality of education and student support network as one of the highest offered in Australia

**L**eading the industry. We have a history of setting new markers and challenging old constructs allowing Evolve College to always offer leading education standards.

**V**ocational education with compliance you can rely on. Evolve College holds the highest possible compliance rating, passing its regulatory checks with no recommendations.

**E**volve team, highly passionate people working together to deliver a personal education experience

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## Training Centres

### VICTORIA

Melbourne  
Ballarat  
Bendigo  
Wodonga

### QUEENSLAND

Brisbane  
Townsville

### NEW SOUTH WALES

Sydney  
Byron Bay  
Newcastle  
Orange

### SOUTH AUSTRALIA

Adelaide

### WESTERN AUSTRALIA

Perth

### TASMANIA

Launceston

### AUSTRALIAN CAPITAL TERRITORY

Canberra

#### DISCLAIMER

This Course Guide is for our students' information. Whilst all care has been taken in its preparation and to the best of our knowledge the information it contains is correct at the time of publication, to the extent permitted by law Evolve College and its employees and agents accept no responsibility for the accuracy or completeness of any information contained in this document and make no warranties or representation as to its quality, suitability or fitness for any purpose. You should make your own assessment about the contents of this document and their quality or suitability, or seek independent advice. Evolve College is constantly refining its materials and operations to ensure we bring the very best we can to our students. In line with this principle, we may at any time without notice update the Course Guide or discontinue or alter any course, qualification or aspect presented within the Course Guide, to the extent permitted by law without incurring obligations. You should always contact our Student Administration team for the latest and most up to date information on our courses or products. In the event that we do make changes to the Course Guide, a revised version of the Course Guide will be published on and downloadable from our website and this may be without notice.

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