



LAY PRACTITIONER CERTIFICATE IN COUNSELLING & PSYCHOLOGY

CURRICULUM

HOLISTIC COUNSELLING AND TRAINING CONSULT LTD

Holistic Counselling and Training Consult Ltd started as Holistic Care Consult on Sunday 20th March 2016 and evolved into Holistic Counselling and Training Consult Ltd in the month of November 2017 to reflect its training, counselling and care objectives. The Consult is gradually breaching the gap on the need for professional counselling with a special focus on the churches and religious bodies. Holistic Counselling and Training Consult is Accredited by Ghana Psychology Council (the regulatory body for the practice and teaching of psychology and counselling in Ghana) to train and develop individuals with the relevant skills and knowledge in the practice of Care, Counselling and Coaching in the church and beyond. The Consult currently runs Counseling Services, Continuous Professional Development (CPD) Programs and is also an Internship Site.

Our Lay Practitioner Certificate in Counselling and Psychology Program was rolled out in January 2021 with the sole aim of empowering individuals with the required skills and knowledge as they provide care and counselling in a broken and hurting world.

1. PROGRAM OPTIONS:

- Marriage and Family life
- Pastoral Counselling

2. DURATION OF PROGRAM

- The program consists of a total of 192 contact hours.

- The course spans over a period of three months for the Day Option, four months for the Evening Option, and eight months for the Weekend Option.

- **Module Structure:**

- The program is divided into four modules.

- Following the completion of each module, there will be a two-week interval dedicated to practical experience (Practicum).

- An examination will be conducted after the completion of each module.

- **Day Option:**

- The Day Option is a three-month program comprising 192 hours.

- Classes are scheduled from Monday to Thursday, starting at 9:00 am and concluding at 2:00 pm.

- **Evening Option:**

- The Evening Option is a four-month program comprising 192 hours.

- Classes are scheduled from Monday to Thursday, starting at 6:00 pm and concluding at 9:00 pm.

- **Weekend Option:**

- The Weekend Option is an eight-month program comprising 192 hours.

- Classes are scheduled on Saturdays, starting at 9:00 am and concluding at 4:00 pm.

3. PROGRAM FEES

Please enquire at reception.

4. AIMS AND OBJECTIVES OF THE PROGRAM

Aim of the Program

To produce individuals equipped with the requisite skills and knowledge in integrating theological and psychological knowledge in promoting mental health and growth.

Objectives of the Program

- To equip the individuals with counselling skills and knowledge to enable them offer better care, counselling and coaching for clients and the community.
- To provide a platform for the Continuous Professional Development of Counsellors.
- To enhance, expand and improve quality of counselling in the religious community

5. **ADMISSION REQUIREMENTS**

- A minimum requirement of Senior High School (or equivalent) Certificate with an aggregate pass of not more than twenty-four (24).
- Proven Literacy and Numeracy Skill.
- Computer Literacy will be an added advantage.

6. **STUDENT ASSESSMENT**

Assessments will be based on a combination of course work, seminar presentations, practical and project work.

7. **REQUIREMENTS FOR GRADUATION**

To Graduate from Holistic Counselling and Training Consult Ltd a candidate should have

- Obtained a minimum of 90 contact hours
- A pass in all core courses (mandatory) and a project work registered for.
- Earned a minimum Cumulative Weighted Average of 55.0%.
- Satisfied all financial obligations
- Satisfied all other requirements of Holistic Counselling and Training Consult Ltd and all relevant Certification Bodies.

8. **CERTIFICATE IN COUNSELLING AND PSYCHOLOGY: MARRIAGE AND FAMILY LIFE OPTION (CCP- MFL)**

The Certificate in Counselling and Psychology with a focus on Marriage and Family Life option is designed to provide students with a solid foundation in counselling theories and techniques specific to working with couples and families. The program equips students with the knowledge and skills necessary to support individuals, couples, and families in navigating the unique challenges and dynamics of their relationships.

Throughout the program, students will explore various aspects of marriage and family life, including

communication patterns, conflict resolution strategies, and the impact of cultural and diversity factors. They will develop a deep understanding of the developmental stages and challenges that individuals, couples, and families experience, as well as the psychological and emotional dynamics that influence their well-being.

The curriculum covers essential topics such as family systems theory, assessment and diagnosis of relationship issues, effective communication skills, and evidence-based interventions for promoting healthy relationships and resolving conflicts. Students will also delve into ethical considerations and professional standards specific to marriage and family counseling, preparing them to uphold the highest ethical practices in their work.

Furthermore, the program recognizes the significance of spirituality, faith, and values within the context of marriage and family counseling. Students will explore how these aspects intersect with psychological principles, enabling them to integrate spiritual perspectives appropriately into their counseling practice.

The Certificate in Counselling and Psychology: Marriage and Family Life option aims to develop students' abilities to provide compassionate and effective counseling support to individuals, couples, and families. Upon completion of the program, students will be equipped to assess, diagnose, and intervene in a range of issues related to marriage and family life, fostering healthier relationships and enhancing overall family well-being.

Course Objectives:

1. To provide learners with an understanding of the fundamental concepts in Psychology and Counselling.
2. To introduce learners to the theoretical approaches and practices of Psychology and Counselling.
3. To provide learners with the skills needed to effectively communicate and interact with clients in a counselling setting.
4. To equip learners with the knowledge and skills necessary to identify mental health disorders and provide appropriate support.
5. To familiarise learners with the principles of Cognitive Psychology, Social Psychology and Applied Psychology.
6. To enable learners to understand research methods used in Psychology and Counselling and evaluate their effectiveness.
7. To develop learners' critical thinking and analytical skills through case studies.

Course Content

1. Introduction to Psychology
2. Human Growth and Development
3. Psychological First Aid
4. Introduction to Personality
5. Personality Disorders
6. Biological Basis of Behavior
7. Abnormal Behaviours and Common Mental Disorders
8. Sex, Gender, Human Sexuality, and Paraphilia

9. Domestic and Gender-Based Violence
10. Introduction to Social Psychology
11. Documentation, Report Writing, and Referral Systems
12. Addiction Counseling
13. Introduction to Counseling
14. Individual Counseling
15. Group Counseling
16. Understanding Marriage
17. Premarital Counseling
18. Post-Wedding Counseling
19. Couples Counseling
20. Understanding the Concept of Family
21. Family Counseling/Therapy
22. Communication and Conflict Resolution in Couples and Families
23. Parenting and Child Development in Family Systems
24. Child and Adolescent Counseling
25. Substance Abuse and Addiction in Marital and Family Therapy
26. Grief and Loss in Marriage and Family Therapy
27. Trauma and Crisis Intervention in Marriage and Family Therapy
28. Marriage and Divorce Law in Ghana
29. Practicum

9. CERTIFICATE IN COUNSELLING AND PSYCHOLOGY: PASTORAL COUNSELLING OPTION

Course Description:

The Certificate in Counselling and Psychology with a focus on Pastoral Counselling option is designed to equip students with the necessary knowledge and skills to provide counseling support within a religious and spiritual context. This program combines psychological theories and principles with spiritual perspectives, preparing students to address the emotional, relational, and spiritual needs of individuals seeking pastoral counseling.

Throughout the program, students will gain a foundational understanding of counseling theories, principles, and techniques specific to pastoral care and counseling. They will explore the integration of theology and psychology, recognizing the ways in which faith and spirituality can inform and enhance counseling practices.

The curriculum covers essential topics such as human growth and development, crisis intervention, trauma counseling, and marriage and family counseling within a pastoral framework. Students will learn about the dynamics of interpersonal relationships, communication patterns, and conflict resolution strategies, enabling them to provide effective support to individuals, couples, and families.

Additionally, students will delve into ethical considerations and professional standards specific to pastoral counseling, ensuring they develop ethical competence in their practice. They will examine the role of spirituality in the healing process and explore spiritual formation and discipleship, fostering holistic well-being for those seeking pastoral counseling.

The Certificate in Counselling and Psychology: Pastoral Counselling option aims to develop students' abilities to integrate psychological theories, spiritual perspectives, and

compassionate care in their counseling practice. Graduates will be prepared to provide guidance, support, and healing to individuals within religious and spiritual communities, addressing a wide range of emotional, relational, and spiritual concerns.

Course Objectives:

1. Develop a foundational understanding of counseling theories, principles, and techniques within a pastoral context.
2. Acquire the necessary knowledge and skills to provide compassionate and effective pastoral care and counseling to individuals, couples, and families.
3. Integrate psychological theories and concepts with spiritual perspectives to address the holistic well-being of individuals seeking pastoral counseling support.
4. Explore the intersection of theology and psychology, understanding how faith and spirituality can inform and enhance counseling practices.
5. Understand the ethical considerations and professional standards specific to pastoral counseling and develop ethical competence in practice.
6. Gain insight into the dynamics of interpersonal relationships, communication patterns, and conflict resolution strategies within the context of marriage and family counseling.
7. Cultivate a deep understanding of human development and the factors that influence individuals' physical, cognitive, and socio-emotional growth.
8. Develop skills in crisis intervention, trauma counseling, and providing support during times of emotional distress and spiritual crisis.
9. Foster self-awareness and personal growth as a pastoral counselor, recognizing the importance of ongoing professional development and self-care.
10. Integrate research and evidence-based practices into pastoral counseling, promoting effective and ethical care.
11. Embrace cultural sensitivity and diversity in pastoral counseling, recognizing and respecting the beliefs, values, and experiences of individuals from diverse backgrounds.
12. Understand the role of spirituality in the healing process and the importance of meaning-making and resilience within a pastoral counseling context.
13. Foster a supportive and compassionate therapeutic relationship, grounded in empathy, active listening, and unconditional positive regard.
14. Prepare for further professional training and education in the field of counseling and psychology or related disciplines.

COURSE CONTENT

1. Introduction to Psychology
2. Human Growth and Development
3. Psychological First Aid
4. Introduction to Personality
5. Biological Basis of Behavior
6. Documentation, Report Writing, and Referral Systems
7. Psychological Assessment & Issues of Testing
8. Introduction to Social Psychology
9. Introduction to Counseling
10. Introduction To Pastoral Counselling
11. Pastoral Care and Counseling
12. Theology and Psychology
13. The Role Of Psychology In Pastoral Counselling

14. Crisis Intervention and Trauma Counseling
15. Marriage and Family Counseling
16. Spiritual Formation and Discipleship
17. Ethics and Professional Issues in Pastoral Counseling
18. Practicum in Pastoral Counseling
19. Addictions and Recovery Counseling
20. Group Counseling and Support
21. Grief Counseling
22. Counselling Skills and Techniques
23. Multicultural Counseling
24. Spirituality and Meaning-Making in Bereavement
25. Supervised Practice-Practicum
26. Internship
27. Assessment:

ELECTIVE COURSES

The Elective Courses offer students an opportunity to delve deeper into specific areas of interest. Options include

- Career Counselling
- Prepare Enrich Facilitator Certification Program
- Play Therapy
- Art Therapy