



COUNSELLING AND CARE CENTRE

Post Graduate Diploma in Clinical
Supervision

PGDCS

06 July 2023 to 24 May 2024

The course will be funded under the non-preapproved CCF route for VWOs.

COURSE DETAILS

Introduction

The Post Graduate Diploma in Clinical Supervision is designed to help senior social service professionals develop their supervision practice in clinical work by equipping them with knowledge and skills essential for competent clinical supervision. Clinical supervision is a task that senior social workers and senior counsellors are frequently expected to shoulder as part of their job description. It is crucial in ensuring a high standard of service, to further the professional development of staff and to support staff in the demanding cases that they handle.

Learning Outcomes

This course enables participants to:

1. Grasp concepts and theories of supervision.
2. Describe and demonstrate supervision skills.
3. Utilise the systemic approach as a practice model of supervision.
4. Understand how to work with supervisees and supervisory issues.
5. Develop personally and professionally through developing self-reflexivity in clinical and supervisory practice.
6. Enhance competency in supervision practice through experiential learning of a variety of supervision modalities, including live supervision and supervision-of-supervision (SOS).

Duration

165 hours (part-time), 11 months.

Structure

The course offers 165 hours of theoretical teaching, supervision practicum, and personal development sessions. Other than occasional exceptions, classes are held on Thursdays from 9am to 1pm. The distinctive feature of this course lies in the provision of live supervision of trainees' supervision of their staff-supervisees from their respective agencies. As part of this experience, trainees will have the opportunity to engage in regular team reflections where feedback on supervisory practices and processes are exchanged.

COURSE MODULES	TRAINERS
1. Concepts & Theories of Supervision	Foo Soo Jen, Steven Soh and Terence Tan
2. Person of the Supervisor & Issues of Supervision	Tony Ong, Sharon Koh (Mrs Sharon Sng), Foo Soo Jen, Steven Soh, Jadelyn Lim (Mrs Jade Low)
3. Methods and Skills of Supervision Practice	Tony Ong, Sharon Koh (Mrs Sharon Sng), Foo Soo Jen, Terence Tan

Minimum Class Size: 12

Average Teacher-Student Ratio: 1:6

Teaching & Learning Strategies

We are planning for the lectures of July 2023 intake to be conducted in our premises.

Group supervision will be conducted in small groups (less than 10 persons) in our premises. Each group will be assigned a course supervisor who will facilitate interactive and experiential learning processes such as group discussions, reflective exercises, discussions of audio/video-recorded segments of client work, as well as group feedback on supervisory practices.

ENTRANCE REQUIREMENTS

Applicants should:

1. Be at least 24 years old and is proficient in English.
2. Possess a degree in Counselling, Psychology or Social Work and/or post graduate diploma in Social Work or Counselling.
3. Preferably have completed basic training in systems thinking such as "Foundational Certificate in Systemic Thinking and Applications" conducted by CCC.
4. Have a minimum of 3 years of clinical/casework experiences within the current and immediate past years.
5. Have at least 2 years of clinical supervision practice which include providing supervision for two staff supervisees in their own work settings.
6. Be able to obtain relevant permission for audio/video recorded materials from their work agencies to be utilised for supervision in class, and for their supervisees to be brought in for live supervised practice.

REQUIREMENTS FOR COMPLETION

Methods of Assessment

Supervision position paper, learning portfolio, 50-hr agency supervision log; clinical supervision viva and project paper.

Trainees should:

1. Attain attendance of at least 80% of total 165 course hours.
2. Submit 'Supervision Position Paper'.
3. Submit 50-hour log for agency supervision work.
4. Participate in personal development sessions.
5. Obtain a pass grade for the Learning Portfolio, Clinical Supervision Viva, and Project Paper.

Trainees will be awarded 'Post Graduate Diploma in Clinical Supervision' upon fulfilling the Requirements for Completion.

Opportunities for Further Education

Post Graduate Certificate in:

- Systemic Thinking and Approaches
- Systemic Practice with Children, Youth and their Families
- Systemic Practice with Couples

Post Graduate Diploma in:

- Family and Systemic Practice

APPLICATION

2023/2024 Intake

Upcoming Intake: July 2023

Date of commencement: 6 July 2023

Date of completion: 24 May 2024

Documents for Application

Submission of the following supportive documents is required for processing of the application:

1. CV
2. Educational qualifications and highest English language proficiency (with grades attained, if applicable)
3. Completed Letter of reference from the home agency/ Employer
4. Personal statement – A letter of introduction not exceeding 500 words on your reasons and/or experiences that have shaped your desire to apply for this course of study

Shortlisted Applicants

- Applicants will be notified via email within 7 days from the closing date of application if they have been shortlisted for an interview.
- Only shortlisted applicants will be scheduled for an entrance interview to assess suitability for admission into the course.
- Shortlisted applicants are expected to prepare an audio/videotaped segment of their clinical work in their work settings as part of the interview.
- The Interview will be scheduled between 10 April to 23 May 2023. Applicant will be notified via email within 14 working days after the end of interview period if they are accepted to the course.

How to Apply

Please submit the Training Application Form when the applications are open.

Closing date for the July 2023 intake is 21 April 2023.

Course Fee

Course Fee: \$11,998.80

FPS Premium: \$119.98

Total Course Fee: \$12,118.78

No. of Instalments: 1

Application Fee: \$162.00

All fees quoted are inclusive of prevailing GST.

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*FPS is Fee Protection Scheme. FPS premium amounting to 1.0% of the Course Fees (subject to a minimum premium of S\$25.00) will be paid by the trainee. Application fee, FPS premium, and GST are non-refundable.

For more information about fee payment structure, please refer to the following link in our website. <https://counsel.org.sg/fee-payment-structure>

Contact Us

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