

# PSYCHOTHERAPEUTIC ISLAMIC COUNSELLING



LEVEL 5 DIPLOMA

STEPHEN MAYNARD & ASSOCIATES

*Stephen Maynard  
& Associates*

## Vocationally Related Qualification Level 5 Diploma in Therapeutic Islamic Counselling Part-Time in September 2019 to September 2020

### Introduction

Stephen Maynard & Associates' Islamic Counselling Diploma qualification provides an in-depth training for those wishing to develop their career in counselling. This one year course takes place approximately every 2 weeks over the 3 terms of the year with 1 additional day in September 2020. Designed by Abdullah Maynard and Sabnum Dharamsi, it is grounded in the teachings of Quran and life-model of the Prophet (*Sunna*), real life issues as experienced within diverse Muslim and non Muslim communities and individuals, and Counselling and Psychotherapy Central Award Body (CPCAB) criteria with its emphasis on findings from current counselling research.

### Overall aims of the Course

- To develop students' awareness of their own and their client's highest potential in the context of counselling as service (*amal*).
- To enable students to work independently or at a senior level with clients at a level of competence that enables clients experiencing common and complex mental health problems to be competently therapeutically supported.
- To equip students with the values, skills and techniques of the Islamic model, so that they become effective independent Islamic Counselling practitioners.
- To facilitate students in developing therapeutic relationships that hold the reality of their clients in trust (in trust of Allah).
- To equip students to work as reflexive practitioners within a psycho-spiritual therapeutic model – Islamic counselling.

- To facilitate the development of assessment and formulation skills of practitioners within the Islamic counselling model.
- To establish high standards of ethical and professional practice among participants and further good practice within the field of Islamic counselling and counselling in general.
- To enable students to ground their theoretical work in the Islamic Model within social cultural and political contexts that are encountered in the context of client work.

### **Accreditation and Recognition**

The Islamic Counselling Level 5 Diploma is accredited by the CPCAB (please see the [CPCAB website](#) for further details) and equips counsellors to practice effectively as independent or senior counsellors. The Diploma fulfils the training requirements of practitioners for accreditation through the BACP. Counsellors with CPCAB qualifications who are individually accredited by BACP can apply directly to join the new BACP Register. (Please see the [BACP website](#) for further details.)

### **What is Islamic Counselling?**

The term Islamic Counselling is understood to mean a way of understanding and working with human nature that is founded on profound teachings from the revelation of The Quran and Prophetic models of practice (Sunna).

*Thus it is due to mercy from Allah that you deal with them gently, and had you been rough, hard hearted, they would certainly have dispersed from around you; pardon them therefore and ask pardon for them, and take counsel with them in the affair; so when you have decided, then place your trust in Allah; surely Allah loves those who trust*

3.159

### **Our values and beliefs**

Human beings interact on many levels – biological, social, psychological and spiritual – in the seen and the unseen. Islamic Counselling aims therefore to support people in understanding and resolving problems in the greater context of our spiritual growth (*terbiyyah*). We believe that counselling should be clearly experienced as trustworthy and compassionate, somewhere it's safe to be oneself, with both our dark and light aspects. The aim of Islamic Counselling is therapeutic and therefore distinct from Islamic instruction, indoctrination and pastoral functions. We believe that human beings are on a journey and that when we are working with an understanding of our *highest potential* – our spirituality or our God-given qualities - while not denying human weaknesses, that powerful and positive change can happen.

'That is because Allah never changes the grace He has bestowed upon any people until they first change that which is in their selves and that is because Allah is Hearer, Knower'

8.53

The Islamic Counselling Diploma is also supported by data on faith and mental health. This is because we believe that in order to work honestly with the reality of clients' lives and journey that we must have a genuine spirit of enquiry and be open to the 'where to' (outcome) and how (process) of this journey.

O you who believe! take care of your selves; he who errs cannot hurt you when you are on the right way; to Allah is your return, of all (of you), so He will inform you of what you did.

5:105

Students will therefore be encouraged to evaluate this approach in the context of current research, their own experience and other counselling theories.

At level 5 diploma, students deepen their understanding of the Islamic developmental view of the self, particularly in terms of spiritual development and

the imbalances that can occur enabling them to work with confidence with clients at this level within an everchanging world. The Qur'anic word for human being – *insan* – contains within it a sense of companionship or intimacy, which tells us about how our fundamental nature is *not I alone, but intersubjective*. Islamic Counselling sees relationships as one of the key ways in which we learn – and where we come to know the edges of ourselves and identities This learning is always contextual as our growth and development takes place within the the balance of relationships we construct between the Ard and the Dunya where in our perceptions of reality shapes our intentionality and our consciousness.

Islamic Counselling has always placed emphasis on the transformative experience of therapy through relationship, when the practitioner has developed themselves and their skills so that they can be a clear mirror in which both the client and the therapist can see. Within this level of work the participants engage in the dual interpretive processes of working with the complex interaction of narratives that is the clients understanding of reality and the counsellors interpretations of these where in the primary reference spiritually and psychologically is the Islamic counsellors rootedness in their process, their submission and their understanding of Islamic counselling. Here participants work with that which is implicit and that which is explicit in both counsellor and client. This is not to suggest that level 5 training implies any less of a reliance on supervision than the professional qualification of level 4 but the opposite, the level of training relates to a greater scrutiny of implicit and explicit aspects of the therapeutic relationship enabling a deeper level of counselling process. For:

One of the main tools that we use is the Islamic Counselling Process©, which begins with attention to proper preparation (developing presence and a state of *ibadat*) and intention (*niyyat*) to serve.

Here through focus on the orientation of the practitioner the level 5 practitioner develops a greater fluidity to engage with the multiple realities of human life experience framed within the developmental arc of *terbiyyah* in which

simultaneously through trust in Allah they are and are not the reference point for the growth of their client in their path of development.

### **Course Description**

The course comprises core theoretical seminars including role-play skills practice and experiential groups. There will be an emphasis on discussion and sharing the reflections, and learning of participants. Participants will develop their theoretical understanding, self-awareness counselling skills in small-group work, and experiential exercises in relation to the overall aims of the course as well as discuss relevant academic and spiritual texts as part of a large group.

\*Theoretical seminars

\* Personal therapy

\*Supervised clinical practice (placement)

\*Experiential learning

\*Private study

### **Supervised clinical practice (placement)**

Participants are required to undertake a supervised clinical placement in the Level 5 Diploma Programme. In order to meet the full clinical requirements of the Diploma Programme, Participants need complete 60 hours minimum of one-to-one, formally contracted counselling as an independent practitioner; by 'independent' CPCAB means that the counsellor must exercise autonomy in their role as counsellor. This is either possible in the role of a senior counsellor in a counselling agency, working as a private practitioner within an external organisation whose role is not the provision of counselling (e.g. the Prison Service) or as a counsellor in private practice. As an independent practitioner the participant would be expected to carry responsibility for client assessment. A **minimum** of 60 hours with at least 4 different clients is required. Participants are strongly advised to make arrangements for their placement as early as possible once a place has been secured on the course, however the hours of the placement will not commence until the start of the level 5 programme.

Participants will be responsible for making the necessary arrangements in regard to their DBS clearance.

Participants will also be required to have arrangements made for their own external Islamic counselling supervision. Attendance at supervision is mandatory and meets the guidelines and requirements of the British Association of Counselling and Psychotherapy (BACP) code of ethics and practice. Participants need to keep a log of their supervision hours. The supervisor is required to complete a report evidencing that the candidate is working at the appropriate level as part of the participant's portfolio of evidence. BACP guidelines state that if a participant is in group supervision then for a group of 4 or less, half the time of the session can be claimed. So if there are 4 people in a session of 1½ hours, then each person can claim ¾ hour each. If there are 5 or more in a session then divide the length of the session by the number of people present. i.e. 5 people in a 2½ hour session could claim ½ an hour each.

### **Personal Therapy**

It is a requirement of Stephen Maynard & Associates that participants in the level 5 Diploma be in personal approved therapy for a minimum of *20 hours over the year of the training programme*. Participants are required to be in personal therapy prior to starting work with clients.

Participants should be with therapists who work in a way that is congruent with the Islamic Counselling approach, and preferably with Islamic Counsellors. Therapists must be approved by Stephen Maynard & Associates.

### **Additional Information:**

Applicants should be aware that the qualification is not suitable for those who are currently in a state of severe emotional difficulty and/or severe psychological confusion as this course can and does often bring up uncomfortable feelings as students are required to explore their past and present.

### **Disclosure and Barring Service (DBS) Check**

Participants will be required to make all necessary arrangements to ensure that they have DBS enhanced clearance prior to the commencement of the training programme. Trainees need to ensure DBS checks are conducted prior to starting their clinical placement.

### **Entry Requirements and Application Procedures**

Entry requirements for the Level 5 Diploma are:

Level 3 in Islamic Counselling and 100 hours experience providing Islamic counselling within a supervised agency setting, or  
a level 4 qualification in Islamic counselling,

...and an assessment interview. We do not accept applications from students who have undertaken equivalent counselling courses from other models except in exceptional circumstances. Applicants must complete the application form, which must be accompanied by:

- A full CV
- Two references, one academic and one personal

Your application will be read by the Tutors to ensure that basic entry requirements have been met. You will be invited for an assessment interview further to your application. By submitting an application, you are agreeing to tuition attendance and payment of course fees. Applications must reach us by 4<sup>th</sup> September 2019. Interviews will be held between 27<sup>th</sup> August 2019 and the 10<sup>th</sup> September 2019. Successful applicants will be notified within 24 hours of their interview. Completed application forms should be emailed to [info@islamiccounselling.info](mailto:info@islamiccounselling.info)

### **Course structure**



The Level 5 Diploma in Islamic Counselling is a part time 1-years qualification and consists of 120 tutor led hours. Course sessions are from held from 10.30am-5pm.

**Course Assessment:**

Is based on attendance/participation, your portfolio, class participation, clinical placement, personal therapy and external assessment. More details are available on the [CPCAB website](#).

**Attendance**

To facilitate participation within this programme the level 5 training is being opened up to virtual participation. This means that participants will not have to physically attend all of the 22 days training. 8 days of the training will however require physical attendance, days 1 and 2 in the first term, days 3 and 5 of the second term days 3, 4, and 6 and 8 of the third term and the final day. Taking the virtual learning experience into consideration, each day will be divided into 2 learning sessions one in the morning of 2.5 hours and one in the afternoon of 2.75 hours. 18 days out of the 22 day programme must be attended/participated in for a participant to successfully complete the level 5 training programme.

**Course Details**

As with every CPCAB accredited qualification, our VRQ Level 5 Diploma in (PCL5) has seven units, which are based on the seven processes in the CPCAB model. You must be determined to be proficient in both internal assessment (by your tutor) and external assessment (by CPCAB) to achieve the qualification. The individual units of this course are:

UNIT	DESCRIPTION
1. <b>Working ethically</b>	As established practitioners here in unit one the emphasis is placed on the legal ethical

<p><b>safely and professionally as a counsellor</b></p>	<p>and professional requirements of ongoing independent practice including the requirements of self-sustaining therapeutic work on the counsellor.</p>
<p><b>2. The counselling relationship</b></p>	<p>Here the emphasis is on the development, holding and management of therapeutic relationships in knowledge of the complexities that can occur within therapeutic practice.</p>
<p><b>3. Client diversity</b></p>	<p>Here participants are required to demonstrate an in-depth understanding of the how their insights and practice take heed of different perceptions of mental health and well-being as well as the diverse implications of the many personal, socio-political, biological and cultural realities of our clients.</p>
<p><b>4. The service user-centred approach</b></p>	<p>Here the emphasis is on the participants developing skills and a coherent frame for assessment, and evaluation of both their practice including their use of interventions and their counselling work with their client.</p>
<p><b>5. Working with Self awareness in the counselling process</b></p>	<p>In this unit critical evaluation is placed on the participants understanding and use of the self within the Islamic counselling process.</p>
<p><b>6. Working within a</b></p>	<p>Theoretical understanding and practical skills in this unit will be developed and assessed in</p>

<b>coherent framework of counselling theory and skills.</b>	relation to working across the implicit and explicit in an integrated and coherent way that addresses common mental health problems and the assessment and referral of psychopathology.
7. <b>Work self-reflectively as a counsellor.</b>	This unit will facilitate the development of continuing professional development practice as well as critical self-evaluation through supervision.

**Term 1**

Primarily the first term will focus on Islamic counselling process, reintroducing this for participants who have been in the field for a while and enhancing the knowledge base both theoretically and in its application. Emphasis will be placed on the relationship between the spiritual and the psychological in understanding the path to development through the Islamic counselling process. In addition, during the first term further work will begin on the Islamic counselling model of self, consolidating work carried out in the level 4 diploma.

**Term 2**

The second term will focus again on the model of the self and devote attention to formulation based upon the model. In addition, the second term will address assessment within Islamic counselling taking into consideration psychopathology and spiritually induced shifts in the balance of consciousness. Time will also be spent addressing the specific concerns of working as a senior practitioner or as an independent practitioner.

**Term 3**

The third term of the training will be devoted to addressing case presentations, complex presentations and current issues regarding Muslim mental health. The final day of the course the following September integrating the work of the

training will address the development of witnessing within the client to enable their own progression in relation to their terbiyyah.

### **Private Study**

All trainees should be regularly reading professional journals and books in addition to set reading for the seminars. Private study is an important part of the level 5 diploma and students are expected to incorporate references into their journals.

### **Course Progression:**

Upon successful completion of the course, there is an opportunity for you to progress to the Level 6 Certificate in Therapeutic Counselling Supervision. Stephen Maynard & Associates do not currently offer this course. It is the intention of Stephen Maynard & Associates to provide this training from 2020. Students may wish to consider other CPCAB Level 6 courses or focus on developing their careers as counsellors. Graduates of the diploma would also be eligible to join for membership of the Institute of Islamic Counselling & Well-Being.

### **Level 5 Assessment Procedures and Schedule**

Course Assessment is based on attendance, your portfolio, class participation and adab, clinical placement, personal therapy, external assessment, and tutor assessment. All assignments must be completed in a timely way. Remember, criteria are only a part of the total assessment process – your tutors are assessing you on a continuous basis.

#### **Internal assessment**

As your tutors we will carry out internal assessment which is then internally moderated and verified at the centre and externally verified by CPCAB. In line

with normal CPCAB protocols participants within the training will collect evidence of their learning in a portfolio and complete the Candidate Learning Record (CLR), which is placed at the front of the portfolio to signpost the evidence for each criterion.

Participants within the training programme must give **two** pieces of evidence for each criterion. In addition, the CLR (when complete) must include references to the following three types of course work:

1. Documents – You must include a learning review, a self-review, 2 written assignments (3,000 – 3,500 words), a client record (minimum of 60 one-to-one hours), a clinical supervision record and a personal counselling record (minimum of 40 hours by the end of the course). You must also include a review of a 15-minute transcript of clinical work. You may also include tutorial records, notes of your personal development in the form of learning review and a third optional assignment of 2500 to 3000 words.
2. Tutor observation – You must include records of tutor feedback on
  - (a) your counselling practice sessions (one via an audio or video recording) and
  - (b) a case presentation. You may also include tutorial records, tutor feedback on group discussions (including contributions to seminars, group-work and training group supervision).
3. **Testimony** – You must include records of peer feedback on their counselling practice sessions and at least one supervisor report. You may also include, peer feedback on case presentations and group discussions (including contributions to seminars, group-work and training group supervision), and client evaluation/feedback.

CPCAB recommends that participants attach a Criteria Assessment Sheet (CAS) – available to [download from our website](#) – to any work they hand in for assessment.

The work that you include in your portfolios is *assessable material* and cannot be kept completely confidential. Not only will it be assessed by your tutors, but it may also be seen by all those involved in the internal assessment process or any associated appeal or complaint. Such people will include the internal moderator and verifier as part of internal quality assurance (IQA) as well as the CPCAB external verifier.

requirements and portfolio building.

#### External assessment

Participants must have completed at least two-thirds of the course before undertaking external assessment. For this external assessment candidates need to write a structured case review using the headings given in the guidance. It is not written under exam conditions, but it must be the candidate's own work.

When the case review is complete, the candidate must attach it to the cover sheet (supplied in their Candidate Guide), which both the candidate and you (the tutor) sign to confirm that it is the candidate's own work. See [Appendix 3](#) for an example case review cover sheet.

- CPCAB will provide guidance for case reviews and marking scheme information.

Candidates will need guidance from you about when to complete this case review. As the tutor you are responsible for ensuring that the candidate case reviews for the whole learner group are received by CPCAB for external assessment by the deadline date given on the CPCAB *Candidate Registration and Certification List*<sup>1</sup> for the learner group concerned. This is normally done via your exams department. Please note that late submissions cannot be accepted.

- Make sure that you inform CPCAB about any candidates requiring reasonable adjustments at least 8 weeks prior to the external assessment submission date. See [Section 11](#) below for more details.

---

<sup>1</sup> This list is automatically generated by our online Portal when your learner group is registered with us. Please note that the published date for CPCAB receipt of external assessment case-reviews for PC-L5 is a specific deadline date.

**Course Fees and Other Costs**

The fees for the training programme All participants are offered Installment Payment Arrangements. These should be made by standing order. Alternatively participants unable to meet the payment schedule detailed below may pay regular monthly following an initial enrolment payment of £490. The cost of the Level 5 Diploma is currently £1700.

Payment	Date	Amount payable	Payment Methods
Enrolment and term 1	By 12 <sup>th</sup> September 2019	£566	By standing order, bank transfer.
Term 2	27 <sup>th</sup> December 2019	£567	Payment by cash or cheque can be made but not in relation to the monthly instalment option.
Term 3	15 <sup>th</sup> June	£567	

Other costs:

Minimum of 20 sessions of personal therapy over the duration of the training: approximately £30 -£50 per session. In addition, participants will be required to make arrangements for their supervision. Fees for supervision again vary generally between £40 and £65 per hour.

DBS check (£44) and Text Books (minimum 8-10 per year)

**Extension Fees**

Participants may be liable for additional fees if a request is made for the training period to be extended beyond the 1 year term and where further academic input is required.

There are a variety of reasons why this may occur and personal circumstances are always considered. Additional fees are based on academic and administrative input required.

Late Fees, Resits and additional tutorials



We anticipate that most students will complete their work on time and to course requirements. However, sometimes students need to repeat, resubmit aspects of the course or may be unable to complete in time. This is always at the discretion of the tutors. There are additional charges for these:

External Assessment Resit: £318

Resubmit assignment: £50

Skype Tutorial (1 hour): £75

Late Submission of Portfolio: £450

Single weekend day; £175

### **Cancellation Policy**

Fees are due in full on enrolment, although it is possible to pay by instalment.

If a student enrolls on a course and withdraws prior to the start of the course, the course deposit is forfeit.

If a student enrolls on a course and withdraws from training after the course has commenced, fees are due in full for the year. If a student enrolls on a course and is then found to be unsuitable to continue training, fees are due for the modules attended. This does not include reasons of not completing course work.

See handbook for full details.

### **Due to financial hardship and/or exceptional circumstances**

Students experiencing financial hardship and/or exceptional unforeseeable circumstances resulting in the need to withdraw from the course may be granted a pro-rata refund. This only applies from the date of a written request. The refund is based on the fees for the whole year and students paying the instalment option are liable for outstanding fees unless their request is granted. Students are required to submit a written request to the Head of the Centre providing full information about the circumstances and supporting documents (where applicable).

All requests will be considered by the centre and a written response setting out the reasons for allowing/refusing a refund shall be provided within fifteen (15) working days.

If a refund is approved, the centre will normally issue a refund directly to the student within fifteen (15) working days of the approval if the student has paid fees in full.

### **Course cancellation by Centre**

If Stephen Maynard & Associates cancels a course prior to its commencement and cannot offer a suitable alternative then a full refund will be given. If a course is cancelled after commencement, refunds will be made on a pro-rata basis.

The centre will normally issue a refund directly to the students concerned within fifteen (15) working days of the course being cancelled. Students do not need to make a written request for a refund in this situation.

### Terms and Conditions

These are detailed in the student handbook, and include our Diversity and Equal Opportunities Policy, and our Intellectual Property Policy agreement. These may be updated from time to time, but students who join our courses are assumed to have agreed to our terms and conditions.

### Course Venue

The course will be held in Toddington Bedfordshire at the Falling Leaf Training Centre LU5 6ED.

The description of the course as set out in the brochure is subject to change but represents our best intentions and understandings of the programme to date August 2019.