

MODULE I

COUNSELLING

HW/OS/CP/CR/01/5/MA

ADMINISTER BASIC COUNSELLING SERVICES

SEPTEMBER-NOVEMBER 2025



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

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PRACTICAL ASSESSMENT

INSTRUCTIONS TO THE CANDIDATE:

1. This unit of competence shall be assessed in two phases.
2. Each assessment session has a duration included in brackets
3. The second phase of the assessment shall include a practical session and an oral assessment session.
4. The assessor will take photos and videos as you perform the tasks at critical points during the assessment.
5. Ensure all required resources for the assessment have been provided before beginning the assessment.

PRACTICAL ASSESSMENT (1 HOUR)

Elements Covered

1. Set up for Basic counselling session venue
2. Provide basic counselling services
3. Apply ethical principles and professional standards in counselling
4. Evaluate basic counselling services
5. Terminate provision of basic counselling services

Tasks

1. Candidates will simulate a Basic counselling venue
 2. Conduct a simulated individual Basic counselling session.
 3. Apply ethical principles and professional standards in counselling
 4. Conduct a simulated post-session Basic counselling evaluation
 5. Properly terminate Basic counselling
2. You have been provided with the following resources for the practical tasks:
 - a) 3 similar Seats
 - b) Working wall clock
 - c) Small-sized table
 - d) Soft tissues/ serviettes
 - e) Waste bin
 - f) Clean drinking water (with 2 cups)
 - g) Well-ventilated room
 - h) Stationery: biros- black or blue, notebook, foolscaps
 - i) Counselling forms:
 - ✓ Intake form
 - ✓ Informed consent form
 - ✓ Referral form
 - j) Assessment tools:
 - ✓ Beck Depression Inventory (BDI)
 - ✓ Beck Anxiety Inventory (BAI)
 - ✓ Sorensen Self-Esteem Test
 - ✓ Perceived Stress Scale (PSS)