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**ROYAL HOLLOWAY UNIVERSITY OF LONDON**

**Post-Qualifying Professional Training in Social Work Courses**

**Academic Year 2015/16**

**Introduction**

The Department of Social Work at Royal Holloway, University of London is a well-established department that delivers social work training programmes at both qualifying and post-qualifying levels. We hope that you will find this brochure useful when considering learning and development needs as an individual or an employer.

We are aware of the changing demands on health & social care services and the impact of these on the learning & development needs of staff and would be happy to talk with you about other learning & development needs which are not reflected in this brochure. If your organisation has a specific need, wishes to run an in-house or bespoke programme or have candidates they wish to register on an ‘assessment only’ basis then please contact us to discuss this in more detail. Contact: Liz Hudson, Business Development Manager, 01784 443379 (l.hudson@rhul.ac.uk)

**Venue**

Most Post Qualifying programmes will take place at Royal Holloway’s central teaching venue at **11 Bedford Square and Senate House, London, WC1B 3RF.** However, some organisations may commission modules to be delivered in-house.

**How to apply**

Candidates will normally be nominated to the Royal Holloway PQ programmes by their agency Training Manager and will need to complete the required application form. Self-funding candidates must have employer permission for the practice elements of the programme.

Once accepted on to a programme, candidates will be sent joining instructions (normally 2 weeks prior to the start date of the course) including an online enrolment link which must be completed immediately in order for the candidate to be registered on to the course and have access to the online resources. Without completion of this stage of the application process students may not be allowed to attend the course as they will not have agreed to the terms and conditions of study at Royal Holloway.

Closing dates for applications are given in relation to each course. Please note that completing an application form does not guarantee a place on the course as candidates will need to meet any course requirements specified. Courses may also be full before the final closing date for applications: where this is the case a waiting list system will be operated.

Scheduled courses will only run if candidate numbers are viable.

**Endorsement**

All **Graduate Diploma** courses are offered at the **Social Worker/Experienced Social Worker** levels of the Professional Capability Framework (PCF).

All **Masters in Advanced** **Practice** modules are offered at the **Experienced**/**Advanced** level of the Professional Capability Framework (PCF).

Endorsed by the College of Social Work for quality in Social Work CPD activities.



**Choice of course: professional experience & academic level**

We are often asked how the professional & academic aspects of our courses work together. All of the post-qualifying courses outlined in this brochure have a firm basis in practice as well as academic rigour. Our range of courses is designed to support practitioners at the different stages of their careers from newly qualified social workers through to advanced and strategic levels.

The **Graduate Diploma** modules will particularly support practitioners in the early stages of their careers (1-4 years post-qualifying).

Graduate Diploma modules are assessed at Level 6: equivalent to third year of an undergraduate degree (honours)

The **Masters** level modules are designed for practitioners who will normally have a minimum of 4-5 years+ post qualifying experience. The PEPS1 module requires a minimum of 2 years post-qualifying experience.

Masters modules are assessed at Level 7: level of study during a master’s degree.

Although individuals may have achieved a Masters level award on qualification as a social worker, this is at the beginning stages of their professional practice and they are unlikely to be able to draw on the depth of professional experience required within the MSc in Advanced Practice. If you do hold an MA/MSc (at qualifying level) then hopefully you will find the academic requirements of the Graduate Diploma quite straightforward, although we have found that people are often a little ‘rusty’ when they have not studied for a while.

Often individuals who have not studied for some time choose to undertake the Consolidation of Practice module as a starting point. This is a ‘bite-sized’ module and enables individuals to review their professional practice at the same time as considering whether they will be able to manage the demands of academic study alongside work and other commitments. Details of the Consolidation of Practice module follow on the next page.

**Graduate Diploma Module Details**

**Consolidation of Practice: Adults and Children and Families**

**Course information**

The Consolidation module forms the first element of the Graduate Diploma in Social Work. Candidates must successfully complete the Consolidation Module in order to progress onto the next stage of the programme. Candidates who already hold PQ1 will not need to undertake the Consolidation Module as they can accredit this prior learning against the Consolidation Module.

Candidates might also wish to undertake the Consolidation module in preparation for further study, particularly if they have not undertaken academic work for some time or wish to refresh their skills and update reading of current literature.

This module carries: 30 credits at Level 6.

**Course requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker.

**Course structure and outline**

This is a four day module consisting of workshops and related seminars. Each seminar group has an allocated tutor who will support candidates with the assignment tasks. The programme will run twice during the academic year 2015/16.

**Course dates for 2015/16**

|  |  |
| --- | --- |
| **Autumn 2015**Day 1: 16 October 2015 10am–4pmDay 2: 23October 2015 10am-4pmDay 3: 13 November 2015 10am-4pm Day 4: 27 November 2015 10am-4pm | **Spring 2016**Day 1: 4 March 2016 10am–4pmDay 2: 18 March 2016 10am-4pmDay 3: 15 April 2016 10am-4pm Day 4: 6 May 2016 10am-4pm |

**Content**

* the relationship between personal and professional values
* values in practice and the management of ethical dilemmas
* the socio-political context shaping contemporary social work practice
* the impact of developments in the legal, policy and organisational contexts on professional social work practice
* critical examination of theoretical frameworks for effective practice in social work
* concepts of critical reflection, relationship-based and evidence informed practice. Decision making processes and the influence of different forms of knowledge, including research

**Assessment**

Assessment is via the submission of an assignment consisting of:

• Self Evaluation: 1,500 words

• Reflective Case Study: 2,500 words

• Line Managers Report (pro-forma provided)

**Admission requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker

 **Fees**

The fee for this module is **£550**

Closing date for applications to be received by Royal Holloway: **2nd October 2015** (Autumn programme) & **28 February 2016** (Spring programme)

**ASYE Consolidation of Practice Module: Adults and Children and Families**

**Course Information**

The Consolidation module forms the first element of the Graduate Diploma in Social Work. Candidates must successfully complete the Consolidation Module in order to progress onto the next stage of the programme.

Royal Holloway has developed a specifically adapted Consolidation Module for newly qualified workers who have successfully completed the ASYE. This allows candidates to utilise materials from their ASYE and reduces the number of workshops candidates need to attend in order to achieve the Consolidation Module.

This module carries: 30 credits at Level 6.

**Course Requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker.

**Course structure and outline**

This is a 3 day module consisting of workshops and related seminars which will allow candidates to build on their ASYE in order to complete the Consolidation Module. Each seminar group has an allocated tutor who will support candidates with the assignment tasks. The programme will run twice during the academic year 2015/16.

 **Course 2015/16 dates**

|  |  |
| --- | --- |
| **Autumn 2015**Day 1: 25 September 2015 10am–4pmDay 2: 9October 2015 10am-4pmDay 3: 6 November 2015 10am-4pm | **Spring 2016**Day 1: 26 February 2016 10am–4pmDay 2: 11 March 2016 10am-4pmDay 3: 22 April 2016 10am-4pm  |

**Course content**

* the relationship between personal and professional values
* values in practice and the management of ethical dilemmas
* critical application of knowledge including theoretical frameworks and research
* decision making & critical case analysis

**Assessment**

Assessment of the Consolidation module is via the submission of an assignment consisting of:

• Reflective Case Study: 2,500 words

• ASYE final report (including NQSW comments on the final report)

**Admission requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker. Candidates must have successfully completed the ASYE.

Closing date for applications to be received by Royal Holloway: 11 **September 2015** (Autumn programme) & **12 February 2016** (Spring programme)

 **Fees**

The fee for this module is **£400**

**Graduate Diploma in Work with Children and Families – Specialist Modules**

**General Information**

This Graduate Diploma in Work with Children and Families is made up of 4 modules:

* Consolidation of Practice (see above)
* Three specialist modules

Candidates will be required to undertake the Consolidation course as the first stage of obtaining the Graduate Diploma and while this can be undertaken at Royal Holloway, equally it may be taken elsewhere.
The specialist modules can be taken as a full course over an academic year or as individual stand-alone modules.

**The Specialist Courses**

 **The Developing World of the Child** **(September – November)**

This course gives a comprehensive overview of current child development theory and research. It will look at theories of emotional and identity development, attachment, neuroscience, childhood resilience and how direct work and child observation can be used to support effective assessment and interventions with children and their families. It is taught in partnership with the Tavistock Centre.

**Module Dates**: 23rd & 30th Sept; 7th, 14th, 21st & 30th Oct; 4th & 11th Nov
(N.B. although the module normally runs on a Wednesday each week, a workshop will take place on Friday 30th October – this is not an error).

**Legal, Theoretical and Policy Frameworks** (**November – February)**

Post qualifying child care social workers are working in a fast evolving policy and organisational context in which they will need to have a strong sense of their professional identity that transcends traditional social work roles. This course will update candidates’ knowledge of relevant law and look at themes emerging from child welfare policy and their relationship to theoretical frameworks that underpin their practice. Key themes include concepts of significant harm, care & permanency planning, decision making, court work and reflective practice.

**Module Dates**: 25th Nov; 2nd & 9th Dec; 6th, 13th, 20th & 27th Jan; 3rd Feb

**Effective Interventions with Children, Young People and Their Families (February – April)**

This course focusses on development of specialist knowledge & skills to promote effective interventions. Key themes include: mental ill health including personality disorder, domestic violence, learning disabilities and substance misuse; child sexual abuse; motivational interviewing; systemic practice skills. This will include case discussion seminars to support candidates applying learning to the complexities of practice.

**Module Dates**: 24th Feb; 2nd, 9th, 16th & 23rd March; 13th, 20th & 27th April. Assessed presentations will take place on 11th & 18th May.

The first two modules will be assessed through essays. The third module will be assessed through a presentation and direct assessment of practice (this involves two direct observations of practice).

Each module carries: 30 credits at Level 6

**Duration**

The 3 specialist modules will run over an academic year, from late September to May. The programme will start with a half day induction on 16th September and then fully from the week beginning 24th September. Candidates may enrol for all three modules or for individual modules. The duration of each module is 8 days from **10am – 4pm**.

**Requirements and Philosophy of the Programme**

Central to the philosophy of the Graduate Diploma in Work with Children and Families are the values of social work and an explicit adherence to the principles of anti-oppressive practice. Practitioners will be required to critically evaluate their intervention and demonstrate the capacity for reflexivity. Underpinning the approach of the programme is the view that critical reflection and reflexivity are essential skills if practitioners are to take responsibility for their own practice and continuing professional development.

The three specialist courses seek to balance formal teaching with learning processes that facilitate the application of ideas and critical reflection to complex and advanced professional issues. Formal teaching seminars will enable practitioners to engage with research and theoretical frameworks and Child Observation, Group Work and Case Presentation Seminars will enable these ideas to be applied to the practice context. The linking of research evidence with case material, particularly cases drawn from candidate’s caseloads will assist the development of research mindedness.

**Eligibility**

To be eligible for the specialist course candidates must hold a qualification in social work and have obtained either PQ1 in work with children and families or successfully completed a Consolidation course either at Royal Holloway or another university. Candidates are expected to be working at Social Worker or Experienced Social Worker levels within the PCF (the College of Social Work).

**Closing date for applications to be received by Royal Holloway**: **28 August** **2015**

 **Fees**

The fee for each module is **£800**

**MSc in Advanced Practice**

Most modules on the MSc in Advanced Practice, can be taken as stand-alone modules (with academic assessment) or for CPD purposes only (no assignment or academic credits but certificates of attendance will be issued).

It is also possible to ‘exit’ the MSc programme with a **Post Graduate Certificate (60 credits),** **Post Graduate Diploma (120 credits)** or **an MSc (180 credits) in Advanced Practice.**
At Post Graduate Diploma & MSc level candidates exit with a specialist pathway: Children & Families; Adults; Professional Education or Leadership & Management.

**Post Graduate Study – Preparedness Checklist**

If you are considering embarking on a post graduate programme i.e. Masters level study (either a single module or full PG Certificate, Diploma or MSc), or you are supporting a member of staff to do so, then you are advised to consider how you have prepared for the demands of study at this level, combined with work and personal commitments.

In **academic terms** Masters level study will involve:

* The need for independent study. At Masters level academic staff offer less direct guidance than at Undergraduate level. Lectures, seminars and tutorials will be offered, highlighting core themes and debates however students are expected to fill gaps through reading and collaboration with fellow students. Considerable self-directed learning, including reading, is required via access to online resources, library resources and wider research.
* Breadth and depth in critical analysis of areas of study including key debates, issues and aspects of professional practice.
* Written and presentation skills of a high calibre. Attention to detail and rigour in relation to these areas is essential.

The programme staff, your tutors and academic skills support staff will provide assistance to help you achieve the required academic level but you will need to ensure that you are able to commit your time to this also.

We are mindful that post-qualifying students are in employment with a varied range of work and personal commitments. We would therefore suggest that you reflect on the following:

|  |  |
| --- | --- |
| **Questions to consider:** | Notes |
| If there has been a recent period of study, what was the outcome?E.g. Consolidation. If you achieved a grade in the lower range then you should consider how you have acted on the feedback provided to improve your future assignments. Are you able to commit the time and energy needed to do so?  |  |
| Are written and verbal communication skills sufficiently sound to provide a basis for post-graduate study?Consider the quality of formal reports and records (spelling, grammar, construction and presentation of ideas), plus verbal presentation skills, e.g. at formal meetings. |  |
| Are you self-reliant and able to study independently?How willing are you to spend time sourcing and reading literature beyond core reading lists? |  |
| Is your experience of study largely as a full time student? To what degree were working, family or other commitments an impact then? How have your commitments changed since your last period of study? How will this impact on your ability to undertake new study?How have you planned to make time for independent study? Are you able to ring-fence dedicated time?  |  |

If you wish to consider the requirements of post qualifying study further you may find the following links helpful:

<http://www.palgrave.com/skills4study/studyskills/studystrategies.asp>

<http://www2.open.ac.uk/students/skillsforstudy/postgraduate-study-skills.php>

<http://www.reading.ac.uk/internal/studyadvice/StudyResources/sta-index.aspx>

**MSc in Advanced Practice Module Details**

**Development and Assessment of Professional Practice (including Stage 1 & 2 of the Practice Educator Professional Standards)**

The PEPS1 & PEPS2 courses support candidates to acquire the knowledge and skills necessary to enable the professional learning and development of social work students in the changing context of social work services. As part of the courses candidates will work with social work students on placement: to provide appropriate learning opportunities, enable learning and undertake holistic assessment.

Candidates who hold a CCETSW or GSCC Practice Teachers Award may be able to receive full credit transfer against these courses. Students may also apply for credit transfer for a PEPS1 or Enabling Others course successfully completed at another university and gain direct entry to PEPS2.

**Course requirements**

Candidates must be registered social workers with a minimum of 2 years post-qualifying experience. In order to meet the requirements of each course and the assessment task candidates need to be involved in work which:

* involves a significant level of assessment of social work practice (normally a social work student)
* as part of this work the candidate must provide evidence across three domains of practice education: organise learning opportunities; enable learning and professional development in practice; and manage the assessment of learners in practice
* allows for the candidate to be observed teaching, supervising and assessing against the Professional Capabilities Framework. Normally one observation is undertaken at each stage of PEPS (2 observations in total). The observations must be undertaken by a qualified social worker holding either the Practice Teaching Award or PEPS2.

Candidates must agree the practice (enabling learning) task which they intend to undertake with their Workforce Development/Training Officer and line manager, prior to submitting an application to Royal Holloway. Candidates must complete the Options Form and return this with their application form.

Candidates who already hold the Practice Teaching Award and who have continued to undertake work involving enabling others learning will not need to undertake these courses.

Candidates will normally be required to have completed PEPS1 (or Enabling Others) prior to undertaking PEPS2. Where candidates have not completed PEPS 1 or Enabling Others but have undertaken other relevant study, and have direct experience and evidence of enabling the learning of other professionals, they may apply for direct entry into PEPS2. Candidates seeking direct entry onto PEPS2 will need to discuss their application with the course leader and may be required to attend an interview.

**The Practice Placement Unit strives to match students and educators/placements successfully. PEPS1 candidates will usually be allocated a 1st year MSc student and PEPS2 candidates will usually be allocated a 2nd year MSc student (if taking a student from Royal Holloway). It is expected that PEPS candidates meet prospective students rather than make a decision about whether to accept the student on placement based on factors such as the student’s age or pre-course experience etc.**

**The Practice Placement Unit cannot guarantee to place a student with all applicants requesting this but will inform applicants (and their employer practice education representative) whether they are able to place a student as soon as they can.**

**It is advisable to submit applications as soon as possible and not wait until the closing date.**

**PEPS1 Course Structure and Outline**

**2015/16 dates for candidates taking students on placement from September/October**

Day 1: Friday 4th September 2015 10am–4pm

Day 2: Friday 18th September 2015 10am-4pm

Day 3: Wednesday 14th October 2015 10am-4pm

Day 4: Wednesday 9th December 2015 10am-1pm (am only)

Day 5: Friday 5th February 2016 10am-4pm

Day 6: Friday 18th March 2016 10am – 1pm (am only)

**2015/16 dates for candidates taking students on placement from January 2016**

Day 1: 20th November 2015 10am–4pm

Day 2: 4th December 2015 10am-4pm

Day 3: 22nd January 2016 10am-4pm

Day 4: 4th March 2016 10am-1pm (am only)

Day 5: 8th April 2016 10am – 4pm

Day 5: 13th May 2015 10am-1pm (am only)

**Course Content**

* Introduction to the module and assignment & the context of social work education
* Developing an effective learning environment, including induction and development of a learning agreement
* Development of a learning curriculum
* Teaching and learning methods & use of learning resources, including models & skills of supervision
* Principles and methods of assessment, including direct observation, involving service users and carer, holistic assessment and giving feedback
* Issues related to failing students, fitness and suitability to practice
* End stages of the learning relationship, including evaluation, identification of ongoing development needs and self-evaluation

**Assessment**

Assessment of PEPS1 is via a 3000 assignment that will require students to critically reflect on the process of organising learning opportunities, enabling and assessing the learning and practice of a social work student (or where appropriate qualified social worker) through critical evaluation of a number of pieces of practice evidence.

4 pieces of practice evidence of the candidates work must be provided, including a direct observation of practice (which must be undertaken by someone holding a Practice Teaching Award or Stage 2 of the Practice Educator Standards). Employers are responsible for making arrangements for an appropriately qualified person to undertake this observation.

**PEPS2 Course Structure and Outline**

**2015/16 dates**

Day 1: 7th October 2015 10am–4pm

Day 2: 21st October 2015 10am-1pm (am only)

Day 3: 20th January 2016 10am-4pm

Day 4: 2nd March 2016 10am-4pm

Day 5: 27th April 2016 10am- 1pm (am only)

**Course Content**

* The policy, organisational and professional context of learning & development
* Theories of learning, professional development and assessment and their application to practice
* Models and processes related to supervision, mentoring, coaching, training
* The concept and practice of critical reflection: doing and enabling
* Values, ethics and power in the learning relationship
* Self-evaluation methods and continuing professional development

**Assessment**

At the beginning of the course candidates will devise a professional development plan in relation their work as practice educators. They will receive formative feedback regarding the plan.

Assessment of the course is via:

A 3000 word reflective commentary critically appraising the candidate’s own practice and development as a practice educator, with 4 pieces of practice evidence of the candidates work with two or more learners, including direct observations of practice.

**How to apply**

Candidates will normally be nominated to the programme by their agency Training

Manager and complete the required application form.

Candidates must complete the Options Form and return this with their application form. No applications will be processed without this form.

**Fees**

PEPS1: £150 if taking a student from Royal Holloway on placement, £595 if taking a student from elsewhere.

PEPS2: £150 if taking a student from Royal Holloway on placement, £595 if taking a student from elsewhere.

**Admission requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker. Please also see the information above regarding the course requirements and work to be undertaken to meet the assessment tasks. It is the responsibility of both candidates and their agencies to ensure that they will be able to meet the requirements of the assessment task.

**Closing date for applications:**

**PEPS 1:** 24th July 2015 if taking a student on placement commencing September/October

or 23rd October 2015 if taking a student on placement commencing in January 2016 or working with another learner

**PEPS 2:** Friday 19th June 2015 if requesting a Royal Holloway student,

or 11th September 2015 if taking a student from elsewhere or working with another learner.

**Practice Development Educator**

* Are you supporting and assessing NQSW’s?
* Are you observing and providing feedback to trainee practice educators?
* Are you supporting and assessing social workers on a post qualifying programme?

If so, then this module could support you in your task while enabling you to gain Masters level credits for the work you are undertaking.

**Course Information**

This module is designed to enable students to evidence the Practice Development Educator Learning Outcomes developed by The College of Social Work (2014) and to gain academic credits through this process. A Practice Development Educator is a registered social worker who takes responsibility for supporting, assessing and/or supervising social workers undertaking post qualifying professional development and learning. This includes the Assessed and Supported Year in Employment (ASYE), Continuing Professional Development (CPD) programmes and activities and Approved Mental Health Practitioner (AMHP) programmes.
The PDE outcomes are being used by some employers as part of their career progression frameworks & processes.

The course would be a suitable option for those wishing to specialise in professional education as well as those focussing on leadership and management, and complements both the PEPS and Supervision of Professional Practice modules.

Candidates can complete this course as a standalone module or as part of a full academic award, a Postgraduate Certificate, Diploma or MSc in Advanced Practice.
This module carries: 20 credits at Level 7.

**Course requirements**

In order to meet the requirements of the module and the assessment task candidates will need to:

* Currently or previously have held responsibility for supporting, assessing and/or supervising social workers undertaking post qualifying professional development and learning. This could include the Assessed and Supported Year in Employment (ASYE), Continuing Professional Development (CPD) programmes and activities and Approved Mental Health Practitioner (AMHP) programmes.
* Be able to provide direct practice evidence & verification of this work.

**Course structure and outline**

The course will be delivered primarily on a distance learning basis. This will provide a flexible study option for candidates. Seminars and individual tutorials are offered through the year to support candidates to evidence the PDE learning outcomes and to utilise the distance learning material effectively. Candidates can choose to access as many or as few seminars they wish during the year. Candidates will be offered individual tutorials to support their learning plans for the module.

 **Seminars:**

* 11th November 2015: 10 – 4 pm
* 29th January 2016: 10 – 1pm
* 13th April 2016: 10 – 1pm

**Course Content**

* Policy, organisational and professional context of post-qualifying professional development and learning
* Theories of learning, professional development and assessment
* Models, processes & research related to supervision, mentoring, coaching, training
* Values, ethics and power in the learning relationship
* Quality assurance & evaluation

**Assessment**

Assessment of the course is via:

A portfolio of practice evidence supported by a critical reflection of 1500 - 2000 words. The practice evidence must include at least one direct observation of the PDE facilitating learning, supervising and/or assessing against the PCF, undertaken by an appropriately experienced and qualified assessor (normally PEPS2 qualified).

**Fees**

The fee for the module is £595.

**Admission requirements**

Candidates will be qualified and registered social workers and will need to have or be currently undertaking practice in the areas outlined above. It is the responsibility of both candidates and their agencies to ensure that they will be able to meet the requirements of the assessment task.

**Applications for this module can be submitted through the year.**

**Risk & Decision Making**

**Are you interested in:**

* Developing your knowledge, skills and confidence in risk assessment and management?
* Critically reflecting on your decision making processes and reviewing different decision making tools?
* Considering how different factors, contexts and people affect the decision-making process?

Then this Masters level module in Risk and Decision-Making might be for you!

Candidates can complete this course as a standalone module or as part of a full academic award, a Postgraduate Certificate, Diploma or MSc in Advanced Practice.
This module carries: 40 credits at Level 7.

**Course Content**

* Theories & models of risk assessment and management
* Decision-making models, processes and tools
* Influences of the legal, policy, ethical and organisational contexts
* The integration of theoretical concepts and research to analysis and decision-making processes
* The involvement of others in decision making processes: professionals, service users and carers

**Course requirements**

All students will need to be currently involved in practice or management work in a social care or health setting. Self-funding candidates must have employer permission for the practice elements of the programme.

**Course Dates**

Day 1: Wednesday 13th January 2016: 10am – 4pm

Day 2: Wednesday 27th January 2016: 10am – 4pm

Day 3: Wednesday 10th February 2016: 10am – 4pm

Day 4: Wednesday 24th February 2016: 10am – 4pm

Day 5: Wednesday 9th March 2016: 10am – 4pm

Day 6: Wednesday 16th March 2016: 10am – 4pm

Day 7: Wednesday 6th April 2016: 10am – 4pm

**Assessment**

Assessment of the course is via:

* A 5000 word critically reflective essay in which students will critically analyse their risk assessment and decision-making in a specific piece of recent practice
* Line manager verification of candidate’s practice

**Admission Requirements**:

Students will normally have a social work or other professional qualification in a relevant discipline. The qualification would normally be at degree or Masters level, however students with a DipHE (e.g. DipSW) and at least 2 years practice experience are able to access the programme. All students will need to be currently involved in practice or management work in a social care or health setting.

**Fees**

The fee for the course is £875.

**Closing date** for applications: 10th December 2015.

**Project Development: Advanced Practice for Leadership and Innovation**

**Course Information**

Are you interested in:

* Evaluating an aspect of service delivery?
* Developing and implementing a service or team innovation?
* Reviewing and revising a policy document or practice guide?
* Designing & undertaking a plan of work-based learning or training?

If so, this module could support you through your project and enable you to gain Masters level credits at the same time.
This module carries: 40 credits at Level 7.

**Course Information**

This module supports candidates to develop project management skills in their specialist area of professional practice. It offers agencies the opportunity to support a staff member, at a relatively low cost, to evaluate, review and potentially redesign elements of their service, thus providing both individual and organisational benefits.

The module also assists candidates to demonstrate standards 3 and 4 of the HCPC Standards of Continuing Professional Development (for re-registration).

**Course Requirements**

In order to meet the requirements of the module and the assessment task candidates will need to: Plan, implement and evaluate a small scale project in their chosen area of expertise

For example:

* Evaluate aspects of service delivery
* Design and undertake a plan of work-based learning or training
* Review and update a policy document or practice guide
* Plan and implement a service or team innovation
* Developing your own and others expertise in an area of practice such as domestic violence or substance misuse

Candidates will need to negotiate and draw up a project plan with the module tutor in the initial stages of the course. The project plan must be agreed before the candidate then proceeds with the module in full.

**Structure and Outline of the Course**

The student will undertake self-directed learning supported by group seminars, individual tutorials and online resources. This will focus on planning, conducting and evaluating the project, as well as critical reflection on their role in the process.

Day 1: 2nd December 2015: 10am – 1pm (Introduction to the module)

Day 2: 6th January 2016: 10am -1pm (Group seminar)

Day 3: 3rd February 2016: 10am – 4pm (Individual tutorials: specific timeslot arranged)

Day 4: 9th March 2016: 10am – 1pm (Group seminar)

Day 5: 6th April 2016: 10am – 1pm (Group seminar)

Day 6: 4th May 2016: 10am – 4pm (Individual tutorials: specific timeslot arranged)

Day 7: 25th May 2016: 10 – 4pm (Assessed presentations)

**Core Content**

* Core principles of project management
* The legal, theoretical, professional and organisational context for service delivery and quality assurance
* Current issues and debates in specialist practice areas
* Theoretical frameworks for leadership and practice innovation
* Identification and application of research
* Evaluation methods

**Assessment**

Assessment of the course is via a 30 minute presentation of the project and a 3000 word critical analysis of the project.

**Recruitment**

Candidates will normally be nominated to the programme by their agency Training Manager and must complete the required application form. Self-funding candidates must have employer permission for the practice elements of the programme.

**Fees**

The fee for the course is £775.

**Admission Requirements**

Students will normally have a social work or other professional qualification in a relevant discipline. The qualification would normally be at degree or Masters level, however students with a DipHE (e.g. DipSW) and at least 2 years practice experience are able to access the programme. All students will need to be currently involved in practice or management in a social care or health setting.

**Closing date** for applications: 3rd November 2015

**Systemic Practice with Families & Organisations: Courses 1-3**

This programme is run as three modules (4 days per module). Together the programme forms a foundation level training in systemic practice.
The Department is seeking accreditation (Foundation level) for this programme from **the Association for Family Therapy & Systemic Practice**. All modules within the programme are facilitated by experienced, AFT accredited social workers & family therapists.

Candidates can complete these courses as stand-alone modules or as part of a full academic award. Successful completion of all 3 modules will enable candidates to claim a PG Certificate in Advanced Practice.
Each module carries: 20 credits at Level 7.

**Course Content**

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| --- | --- |
| **Course 1*** Systemic thinking as a framework, or tool, for reflecting upon and observing the way individual, couples, families and organisations behave.
* Concepts of patterning and circular organisation
* Studying events in context with a focus on connections and relationships.
* Structural family therapy; Milan Systemic therapy, Narrative therapy; and Brief Solution work will be introduced.
 | **Course 2*** Systemic thinking as a framework, or tool, for reflecting upon and observing the way individual, couples, families and organisations behave.
* Advanced ideas related to Structural family therapy; Milan Systemic therapy, Narrative therapy; and Brief Solution work.
* Addressing the GRRAACCESS (age, race, religion, (dis)abilities; age; class; culture, ethnicity; spirituality) in relation to systemic practice.
* Practicing skills and techniques identified with different theoretical models e.g. hypothesising; circular questioning; feedback to clients and reflective practices
 |

**Course requirements**

All students will need to be currently involved in practice or management work in a social care or health setting. Self-funding candidates must have employer permission for the practice elements of the programme.

**Course Dates**

|  |  |
| --- | --- |
| **Course 1:**Friday 29th Jan 2016Wednesday 10th FebWednesday 17th FebFriday 19th Feb | **Course 2:** Friday 29th April 2016Wednesday 11th MayWednesday 25th MayWednesday 1st June |

*Course 3 will run in the Autumn term of 2016/17 (dependent on viable numbers)*

**Assessment**

|  |  |
| --- | --- |
| **Course 1:**A 3000 word assignment critically examining two systemic concepts which candidates would employ in their practice and two systemic concepts that they would find difficult to apply to their practice. | **Course 2:**A 3000 assignment based on a family observation (with an observation report).  |

**Admission Requirements**:

Students will normally have a social work or other professional qualification in a relevant discipline. The qualification would normally be at degree or Masters level, however students with a DipHE (e.g. DipSW) and at least 2 years practice experience are able to access the programme. All students will need to be currently involved in practice or management work in a social care or health setting.

Students must successfully complete Course 1 in order to progress to Course 2, and Course 1 & 2 before progressing to Course 3.

**Fees**

The fee for each module is £595.

**Closing date** for applications:

Course 1: 10th December 2015. Course 2: 1st April 2016

**Supervision of Professional Practice**

**Course Information**

This module aims to develop advanced knowledge and skills in supervision. Professional supervision is a core mechanism for helping social workers and other professionals critically reflect on their practice and professional development. The module will provide participants with the opportunity to critically reflect on their own supervisory practice, and will develop participants' ability to provide reflective supervision, to manage performance and promote a learning environment within the current context of professional practice.

Candidates can complete this course as a stand-alone module, or as part of a full academic award, a Post Graduate Certificate, Diploma or Masters in Advanced Practice.

This module carries 20 academic credits (Masters level).

**Course Dates**

Day 1: 23rd March (10am – 4pm)

Day 2: 20th April (10am – 4pm)

Day 3: 4th May (10am – 4pm)

Day 4: 18th May (10am – 4pm)

**Course Content**

* Social work supervision in context
* Theoretical frameworks, models and functions of supervision
* Reflective supervision
* Critical review of own experiences of supervision and supervisory style
* Power, emotion and anxiety in supervision
* Communication techniques: responses in supervision, questioning and feedback techniques.
* Developing supervisee’s skills in critical thinking, analysis and decision making
* Evaluating and managing individual performance including identifying performance concerns, holistic assessment and holding difficult conversations
* Improvement planning and monitoring

**The module will include a half day skills development workshop with the Futures Theatre Company.**

**Assessment**

Assessment of the course is via a portfolio which includes:

* A DVD/video recording of 30 minutes of a supervision session
* A 2500 word critical analysis of the candidate’s role and practice in the recorded supervision session.
* Line manager verification of the authenticity of the video recording and confirmation of permission from supervisee to being recorded.

**Recruitment**

Candidates will normally be nominated to the programme by their agency Training Manager and must complete the required application form. Self-funding candidates must have employer permission for the practice elements of the programme.

**Fees**:

The fee for the course is £695

**Admission Requirements**:

Students will normally have a social work or other professional qualification in a relevant discipline. The qualification would normally be at Degree or Masters level, however students with a DipHE (e.g. DipSW) and at least 2 years practice experience are able to access the programme. All students undertaking this module will need to be currently involved in supervision of staff in a social care or health setting.

Please also see the information above regarding the work to be undertaken to meet the assessment tasks. **It is the responsibility of both candidates and their agencies to ensure that they will be able to meet the requirements of the assessment task.**

**Closing date** for applications: 2nd March 2016

**Advanced Practice in Age Assessment**

**Course Information**

This 4 day module is run in conjunction with the **London Asylum Seekers Consortium (LASC)**. The module will aim to enable experienced practitioners to develop confidence and advanced knowledge and skills in undertaking age assessments. Content of the module will include: application of law & policy; current research; conducting an age assessment including interview and report writing techniques; contested assessments and practicing age assessment through role play.

Candidates can complete this course as a standalone module or as part of a full academic award, a Postgraduate Certificate, Diploma or MSc in Advanced Practice.
This module carries: 20 credits at Level 7.

**Course structure and outline**

**2015/16 dates to be confirmed: to be scheduled in the Autumn Term.**

This is a 4 day module.

**Content**

* Age assessment law, policy & guidance: knowledge and application
* Critical use of child development theories in age assessment
* Critical appraisal and application of current research in age assessment
* Skills development workshop with the Futures Theatre Company: conducting age assessment interviews
* Critical evaluation of practice taking into account issues of power and oppression, their impact on practice and demonstrating an ability to formulate strategies to address this
* Skills development: good practice in written reports

**Assessment**

A 3000 word critical evaluation of an age assessment carried out by the student in practice. The assignment must be supported by practice evidence (an anonymised age assessment) and line manager verification.

**Fees**

The fees are invoiced by the London Asylum Seekers Consortium.

**Admission requirements**

Students will normally have a social work or other professional qualification in

a relevant discipline. All students will need to be currently involved in undertaking or supervising social workers carrying out age assessments and will normally have 4+ years post-qualifying practice experience.

**Applications for this module will be managed by LASC.**

**Safeguarding Adults**

**Course Information**

This module focusses on current policy and professional roles and requirements in relation to safeguarding adults at risk, including the Care Act 2014. The module will enable students to demonstrate a critical understanding of relevant legal frameworks and how they apply to practice relating to safeguarding adults at risk, in particular the Mental Capacity Act, 2005 and Deprivation of Liberty Safeguards (DoLS). Students will debate ethical and practice dilemmas in relation to working with issues of mental capacity, consent and Human Rights within safeguarding procedures. Students will be guided in applying theoretical decision making frameworks to inform risk assessment, decision making and interventions in the context of safeguarding practice across agency and professional boundaries.

Candidates can complete this course as a standalone module or as part of a full academic award, a Postgraduate Certificate, Diploma or MSc in Advanced Practice. It is also possible to complete this course for continuing professional development purposes only.
This module carries: 20 credits at Level 7.

**Course requirements**

Students joining this course will be expected to have undertaken the in-house training required by their employer in relation to Safeguarding Adults practice, and to be undertaking work in this area of practice currently.

**Course structure and outline**

This is a 4 day module comprising of taught input, practice related tasks and seminar based discussion.

**2015/16 dates to be confirmed. Planned for the Spring or Summer Term**

**Content**

* The historical context to safeguarding adults, current policy and practice, including the Care Act 2014.
* Theoretical perspectives, ethical dilemmas and decision making in safeguarding adults at risk
* Risk, mental capacity and consent within the safeguarding adults at risk process
* Safeguarding adults at risk and the inter-professional and inter-agency context
* Safeguarding adults at risk and personalisation
* Safeguarding adults at risk and serious Case Reviews – messages from case reviews, case law and recent research, including best practice in recording

**Assessment**

Assessment of the course is via a:

3000 word essay that critically analyses a safeguarding investigation that the student has been involved in, and considers implications for future practice and service delivery within the organisations.

**Fees**

The fee for the module is £595.

**Admission requirements**

Students will normally have a social work or other professional qualification in

a relevant discipline. All students will need to be currently involved in practice or management work in a social care or health setting and will normally have 4+ years post-qualifying practice experience.

**Closing date for applications to be received by Royal Holloway: to be confirmed**

**Research Methods and Dissertation**

**Course Information**

This course forms the final element of the MSc in Advanced Practice. This course will provide students with teaching on research methods to develop their critical use of research and prepare for undertaking their own piece of research in an area of professional interest.
This module carries: 60 credits at Level 7.

**Course requirements**

Students must have successfully completed previous course modules and accumulated 120 credits at Masters level, either via direct study or credit transfer.

Students will normally have a social work or other professional qualification in a relevant discipline. The qualification would normally be at degree or Masters level, however students with a DipHE (e.g. DipSW) and at least 2 years practice experience are able to access the programme. All students will need to be currently involved in practice or management work in a social care or health setting.

**Course structure and outline**

In first term there will be three and half teaching days for the ‘Research Methods’ element of the course. Between the teaching sessions, students are expected to engage in private study, involving undertaking reading in preparation for teaching days and follow-up reading afterwards.
Dissertation supervisors will be appointed at the being of term 2, in the light of the topic identified in the research proposal. Support during the dissertation phase of the course will be provided by dissertation supervisors via group seminars and individual meetings in terms 2 and 3.

**2015/16 dates (specific dates to be confirmed)**

* Day 1: 10am–4pm
* Day 2: 10am–4pm
* Day 3: 10am–4pm
* Day 4: 10am–1pm
* Dates for seminar & individual meetings to be confirmed by dissertation supervisors

**Content**

* Introduction and overview of the research process & design
* Identifying and searching the literature
* Qualitative Research Strategies
* Quantitative Research Strategies and analysis
* Research Ethics and making a research ethics application
* Making an impact - using and disseminating of research
* Support seminars & tutorials

**Assessment**

Students are required to produce a 1500 research proposal (this is an ungraded but required element of the course). The student’s dissertation supervisor will be allocated on the basis of the proposal and the dissertation supervisor will then provide written feedback to the candidate.

The assessment task for the course is a 15,000 word dissertation.

**Fees**

The fee for the course is £1600.

**Admission requirements**

Candidates must hold a social work qualification, be a registered and currently practicing social worker

**Closing date for applications to be received by Royal Holloway: Friday 31st October 2015**

**MSc in Advanced Practice – other module details**

Not all modules run every year, some are run on alternate years but can be delivered by arrangement if there is a specific demand from agencies. Most of the modules listed below are not currently scheduled to be run in the 2015-16 academic year however, you may wish to register an expression of interest to your training department or contact Liz Hudson (l.hudson@rhul.ac.uk) who will keep your contact details and send you a flyer and application form once the module has been scheduled:

 **Leading & Managing in Systems** (20 credits)

This 4 day course is designed to develop student’ ability to think critically about systems-based approaches to understanding organisations. The course aims to develop students’ understanding of the complexities of organisational systems and their ability to identify links between theories and experience of leadership, management and practice within which they and others work. Students will be supported to critically reflect on their own and others’ role as leader, supervisor and manager within a system.

**Values and Ethics for Advanced Practitioners, Leaders and Managers** (20 credits)

This 4 day course will develop students’ knowledge and critical analysis of the application of professional values, ethical and legal frameworks for advanced practice, leadership and management in social care and health services. Students will critique key ethical debates in the health & social care sector practice.

 **Advanced Practice in Child Protection & Family Support** (20 credits)

This 4 day course is aimed at experienced & advanced practitioners and managers working in Children & Families services. Students will critically examine the current context and contemporary issues in child protection and family support. The course will include reflective practice sessions to enable students to consider their current practice in the context of learning from the module.

**Advanced Practice: Putting Personalisation into Practice** (20 credits)
This 4 day course offers students the opportunity to identify the key political drivers and relevant policy and legal frameworks that have informed the Personalisation agenda and have shaped social work practice in this area. Students will critically analyse the changing role of social work in relation to Personalisation within their organisations at a time of financial austerity and the impact this may have on practice. They will engage in the key debates surrounding Personalisation, exploring the reality of choice, autonomy and control and how this affects people who may lack capacity. Students will develop a critical understanding of the challenges of balancing empowerment and protection with particular reference to the interface of Personalisation, Safeguarding Adults and positive risk taking. They will draw on a range of new skills, knowledge and practical tools to bring back to the workplace to support creative, person centred and reflexive social work practice.

 **Advanced Practice in Public Law Family Court Proceedings** (20 credits)
This 4 day course will cover the legal framework and court processes and procedures in care proceedings. Students will develop their knowledge and skills in presenting robust, critically analytical verbal and written evidence in public law family court proceedings. This course will be co-facilitated by a social work academic who also acts as an independent social worker within family court proceedings and a family court barrister.

**Interprofessional Working: Power, Identity and Organisational Culture** (20 credits)

This 4 day module focusses on current policy & practice related to inter-professional working drawing on implications of research findings, service user & carer perspectives, theoretical frameworks and case studies.

**Work with Children with Sexually Harmful Behaviour** (20 credits)

This 4 day module is delivered by specialist social workers from the **NSPCC National Clinical Assessment and Treatment team (NCATS)**. The course is relevant for any social work or other child welfare professional working with vulnerable children and young people and covers:

* Current research and clinical understanding of harmful sexual behaviour in children and young people.
* Models of assessment and treatment that incorporate an understanding of static and dynamic risk and resilience factors.
* Skills in effective communication, assessment and interventions with children with harmful sexual behaviours and their families.
* Critical examination of feelings, decisions and actions of individual professionals and on agency and interagency dynamics.

**University contact**

For an initial discussion or application form please contact:

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| **The Department of Social Work****Royal Holloway University of London** | All PQ courses – Liz Hudson, Business Development Manager, 01784 443379 (l.hudson@rhul.ac.uk) |