

**Liedani cc**

(Reg no. 2002/033189/23)

T/A Synergetica Student Support Centre

Tel: 082 907 4327/ 012 111 9002

info@synergetica.co.za

Fax: 086 632 5232

Web: www.synergetica.co.za

PostNet Suite 262, Private Bag X504

Sinoville 0129

Portion 58 of Farm 286 JR, Burkea Crescent

Boekenhoutskloofdrift

Cullinan district

Gauteng, 1000

ASCHP/CCSA ENDORSED CPD PROGRAMME 2024

Continuous Professional Development (CPD) is compulsory for all professional occupations as condition to retain membership. It serves as an ideal opportunity to keep up to date with recent research and developments in their particular profession. It also ensures that, as a result, the public may enjoy up-to-date professional counselling.

Members have to calculate how many CPD programmes they have to do in order to comply with the minimum stipulated number per registration level, for instance Specialist Wellness Counsellors are obliged to complete 18 points per annum. Regular CPD audits are conducted by the ASCHP in terms of SAQA policies.

Members have to calculate how many CPD programmes they have to do in order to comply with the minimum stipulated number per registration level, for instance Specialist Wellness Counsellors are obliged to complete 18 points per annum. Regular CPD audits are conducted by the ASCHP in terms of SAQA policies.

The following topics are based on a needs assessment of our members and accordingly cover the content of range of counselling activities - ethics, theory, tools and techniques and counselling praxis – with the purpose to improve professional development. There is something for everyone. The CPD is PowerPoint based which provides for visual illustrations to make it easy to read through the material with insight. Important to note that no long assignments or class attendance are required. Each topic can be completed in less than an hour by simply answering the questions to guide you through the work and to fill in the self-assessment at the end of each course. Practitioners can do all the ASCHP CPD's below, but should you opt to also do some informal CPD's the following two are compulsory for ASCHP members: Ethics - CPD 24.1 and Wellness – CPD 24.2

CPD Requirements

Ensure and check that you know how many CPD's must be done by you per annum.

CCSA	NHA	ASCHP	Annual CPD Points
		Supportive counsellor	6 (should include 3 compulsory Ethics and 3 compulsory wellness)
Institutional Counsellor	Supportive level	Holistic Counsellor	9 (should include 3 compulsory Ethics and 3 compulsory wellness)
Counsellor	Practitioner level	Wellness Counsellor	15 (should include 3 compulsory Ethics and 3 compulsory wellness)
Specialist Counsellor	Specialist Practitioner	Specialist Wellness Counsellor	18 (should include 3 compulsory Ethics and 3 compulsory wellness)

Option A 1: ASCHP “in-house” CPD's

TOPICS for 2024. PowerPoint programmes completed by doing the attached assignments.

➤ **CPD 24.1 ETHICS:** Living a balanced and remarkable life

People conventionally associate and restrict ethics to morality and righteous conduct, but it is also a moral prerequisite for quality existence in the words of Abraham Lincoln: “When I do good, I feel good....” We go through the school of life to gain insight and partake of growth experientially as we are reminded by Helen Keller that “Character cannot be developed in ease and quiet...”

The ethics of life is not the ‘thou shalt not...’ restrictions that pious people would like to impose. The ethics of life is aligned to life and not to superficial morality. It can be epitomised in statements that guide us towards fulfilment such as the following:

- Before you transcend believe
- Before you speak.....listen
- Before you spend....earn
- Before you write.... think
- Before you quit.... try
- Before you die....live

Ethics is not supposed to be abstract ...it is about behaviour that has to do with real human needs and values. In this CPD content, we explore the ‘Ethics of Being’ as a moral way to live a fulfilled life.

➤ **CPD 24.2 WELLNESS:** Introduction to self-care

There is a myth that the doctor, healthcare provider or psychologist is responsible for your and my health and wellness. Let us be clear about this confusion, the healthcare provider is responsible for the healthcare of people, but not their health. Since the day you were taught to brush your own teeth and take a shower, you became the one to carry the onus for your own well-being. This sounds fairly straightforward and uncomplicated, yet it is shocking to discover that most modern people blindly follow their physicians' advice and instructions without bothering to inquire about their own ways to support their conditions.

Fortunately, with the benefit of Google and other search engines, this scenario is now changing and people are increasingly researching natural ways to contribute to their own wellbeing. To take this to a professional level, we have compiled these study units to train you in the skills necessary to fulfil the noble duty of acting as a self-care facilitator.

➤ **CPD 24.3 COUNSELLING STYLES:** The principles of companion counselling

We tend to think that the counsellor is supposed to have all the answers and exert a kind of authoritarian approach based on professionalism and learnedness. Such an attitude reduces the client to an agent with passive obedience. We need to remember that when we assume the role of authoritarian helper, it implies that the client is helpless; likewise, when we try to fix a client, we suppose that they are broken. The wellness way of counselling is one of facilitated self-care, i.e., supporting the client in taking control of his/her own life in making own decisions.

This wellness-oriented approach does not underestimate the client; on the contrary, it regards the client as a person with the potential to become self-empowered with sufficient moral support and effective motivation. In this mode of counselling, the client becomes a co-counsellor in the process of growth and development. Together, the client and counsellor engage in a bilateral process of going forward. This is companion counselling, i.e., the client enters a situation where the counsellor assumes a position of becoming a companion. Together counsellor and client explore avenues of growth and potential for solutions to problems.

➤ **CPD 24.4 WELLNESS MODALITIES:** Herbal Health Shop for counsellors (Free, T's and C's apply)

Counsellors and coaches who work in the wellness domain, have access to a broad spectrum of modalities, viz. body therapies, counselling and coaching, energy medicine and herbalism, that serve as helpful tools and techniques. Because wellness follows a holistic strategy, herbalism can provide good biochemical support to the human body. Bodymind medicine accepts that the mental, emotional and neurological aspects are interwoven to the extent that everything we do, think, feel and believe exerts an influence on the client's well-being as a biopsychosocial system.

In this study unit, the focus will fall on herbalism as a complementary system that can support and enhance a counselling practice. We also include aromatherapy as part of plant-based therapies. It refers to the inhaling of essential oils for therapeutic benefit.

The idea is not to change the counsellor into an herbalist, but to empower the counsellor with an additional modality within the holistic domain to maximise professional service.

➤ **CPD 24.5 RESEARCH:** Research issues

A conceptual model for life orientation in search of meaning. A more advanced study aimed at Postgraduate candidates: 6 CPD POINTS

From fragmentation to wholeness

Not only is the world fragmented, but we are also broken for dualism prevails and divides experience and many people accordingly find that the tension between spiritual and material reality is unbearable. The metaphysical aspects of human existence are completely ignored by the traditional scientific community and healthcare and psychology have lost the meaning of soul. The bigger picture is no longer intelligible and conceptual fixation leaves people stuck in one corner of life.

Fortunately, new insights are beginning to turn the tables around; transpersonal psychology is open to transcendent experiences, quantum physics brings an awareness of non-locality, the focus on wellness highlights the value of holism and systems thinking in healthcare generates hope, and a renewed interest in spirituality dissolves religious fundamentalism. The time is ripe for the construction of a model that could help us heal brokenness and overcome dualistic fragmentation.

➤ **CPD 24.6 SELF-DEVELOPMENT:** Advanced communication

We all use communication every day in verbal and non-verbal forms, but communication becomes especially critical and valuable in therapy. For that reason, the skill of counselling has sometimes been called 'the art of communication with the therapeutic objective'. Consequently, counsellors can benefit from making a study of the elements and theory of communication-related to its impact on the treatment alliance and outcome.

We may not be born good communicators, but thankfully, communication is a skill that can be monitored and improved through awareness, education, and practice. This is the aim of this CPD.

Good communication is an integral part of the counsellor's toolkit as "direct, clear, and positive communication can help confirm treatment goals, encourage and provide feedback, and repair breakdowns to the overall process." (Jeremy Sutton)

➤ **CPD 24.7 COUNSELLING SKILLS:** The counselling process

Scott Peck reminds us that problems have to be worked through otherwise they may forever remain a hindrance to growth and well-being.

The competent counsellor is able to help a client rediscover purpose, passion, and meaning in life. To achieve this, a counsellor will employ a process of exploration of values, beliefs, interests, memories, problems and hindrances. Whether the client is dealing with depression, anxiety, stress, anger, or problems, a counsellor can help a client identify, express, and better regulate emotions or find solutions to challenges.

Lay counselling is an opportunity afforded to a person with a problem to talk to someone who can comfort, support and guide them. On the other hand, community counselling is a more formal approach in the professional space of wellbeing. It requires a more sophisticated and deliberate process in following therapeutic steps. In this CPD we will focus on ways to direct such a process.

NOTE:

These CPD's are compiled by Liedani CC t/a Synergetica for the ASCHP and CCSA as they are aligned to scope of practice.

All these CPD's are available in electronic format that can be printed as illustrated PowerPoint programmes. They are worth 3/6 CPD points each and are completed by doing an assignment based on the content and submitted to be assessed. Order by email from cpd.liedani@synergetica.co.za. Contact person Elsie Teffo. Tel. 012 111 9002

GENERAL INFORMATION

To order, kindly use the attached form (C101)

If you do CPD's elsewhere, then you will need to apply for external CPD points. There are three possible ways of doing CPD training listed beneath as Options A, B and/or C.

Structured learning CPD compliance


– Doing the in-house ASCHP accredited CPD's through Liedani cc which serves as CPD provider.

1. You order and purchase your CPD from the Liedani CC t/a (Synergetica) office at R560 per CPD programme (3 CPD points) or R1 080 per CPD programme (6 CPD) and we e-mail you the PowerPoint programme that you complete at leisure in your home/office. (cpd.liedani@synergetica.co.za)
2. You complete the short questions on how the CPD contributed to your continuous professional development, fill in the assessment form and sign it.
3. Once you have completed the answer sheet and assessment, you email it to us to be marked. We issue a CPD certificate and register your CPD's against your name for you.

We make 7 CPD programmes available for 2024 worth 24 points in total as listed. The topics cover both counselling and wellness health care within the holistic context in which our counsellors work. The rationale for this is that in these two CPD programmes the Professional Body makes known ethical and legal guidelines and scope of practice specific to the ASCHP, NHA or CCSA. Apart from the two compulsory CPD's you may of course also complete 7 CPD's programmes worth 24 CPD points, or alternatively you may opt to do other informal CPD's as set out below. Other topics are also available from the archive – request list via email.

ORDER FORM C101 EXTRACT

CPD Nr	Category	CPD TOPIC	CPD Points	Fee	Compulsory CPD's	Additional CPD
CPD 24.1	Ethics	Living a balanced and remarkable life	3	R560.00	x	
CPD 24.2	Wellness	Introduction to self-care	3	R560.00	x	
CPD 24.3	Counselling Styles	The principles of companion counselling	3	R560.00		
CPD 24.4	Wellness modalities	Herbal health shop for counsellors	3	Free (T's and C's apply)		
CPD 24.5	Research	Research Issues	6	R1080.00		
CPD 24.6	Self-development	Advanced communication	3	R560.00		
CPD 24.7	Counselling Skills	The counselling process	3	R560.00		
Sub Total					R	R
Total					R	

 **Option A.2: VNI Platform**

Your Journey with the ASCHP in 2024

The ASCHP is delighted to inform you of an exciting development within the ASCHP that will streamline the procedure of accessing and submitting your Continuing Professional Development (CPD) records. Starting in December 2023, the ASCHP will be implementing the EduNomix™ Virtual Learning Environment (VLE) that runs on the Zoho Application TrainerCentral. The EduNomix™ Virtual Learning Environment (VLE) is a Virtual Network International (VNI) Group initiative, as the primary platform for uploading and managing your in-house CPD records. The ASCHP reassures you that this transition is aimed at improving administrative efficiency and providing you with a more convenient and effective means to fulfil your CPD requirements.

Please note the following key points:

1. **Notifications from EduNomix™:** You may receive notifications from the EduNomix™ Team regarding the new system. We want to assure you that these notifications are legitimate and that EduNomix™ is an authorised Service Provider and Learner Management System (LMS) endorsed by the ASCHP. Please do not be alarmed if you receive such notifications.
2. **Simplified Administration:** The EduNomix™ Platform has been carefully selected to make the administration of your CPD registration and records easier and more user-friendly. You will find it to be an intuitive platform that simplifies the process of tracking, submitting, and managing your CPD activities.
3. **Efficiency and Effectiveness:** With EduNomix™, you will experience a more efficient way of completing your CPD requirements. The system is designed to streamline the documentation procedures and provide you with an effective tool to ensure your professional development aligns with ASCHP's Standards, Procedures, and Guidelines (SPG).

The ASCHP understands that change can be challenging but believes that the EduNomix™ Platform will ultimately enhance your experience as an ASCHP member. Detailed instructions on how to use the EduNomix™ Platform will be provided in due course. Kindly respond as guided through the re-registration procedure into the EduNomix™ VLE.

Thank you for your continued commitment to your own professional development and your membership in the ASCHP. We are confident that this transition will bring favourable benefits to you and our organisation. If you have any questions or concerns, please feel free to Sign Up with our member support team or log an issue with the Support Desk.

Kindly email cpd.liedani@synergetica.co.za for relevant information and the link to visit the EduNomix platform.

Option A.3: Video Learn platform.



The ASCHP established an online platform for making CPD's available if you follow the link, you will be able to see the topics. For CPD training you are required to watch the video discussion and complete the multiple-choice questionnaire to qualify for the CPD. The link is:

<https://www.videolearn.co.za/Home/InstructorCourses/254f33d0-2834-4565-b82f-01e119cc970f>

Apart from the formal CPD training as listed there is also an option B for doing CPD's for those that need to complete more CPD's than the compulsory one's.

Option B: Informal CPD programme

Please note that CPD's that are done in an informal way as set out below, need to be registered as external CPD's for recognition by your professional body – either the ASCHP, CCSA or NHA at a cost of R70 per CPD point. Example: This means that if you have completed three hours of informal CPD activities, you will be invoiced 3 x R70 = R210** to have it evaluated and registered against your name.

Informal CPD activities can be done by participating in small informal groups (2-10 participants) organized by yourself or one of our members. These are activities that do not have a clearly measurable outcome and are presented on a once off non-continuous basis. CPD points are allocated according to time, with 1 CPD point per hour to a maximum of 8 CPD points per day. The idea is to form informal groups amongst members where you do not need to pay for attendance. It may take the form of:

1. Breakfast meetings or presentations where relevant topics are discussed.
2. Online group discussions such as Zoom meetings and online CPD presentations.
3. Case study discussions
4. Shadowing or role playing
5. Mentoring and supervision activities
6. Reading a book or watching a relevant movie related to counselling/wellness and submitting a book report (summary of the content) of one page also indicating the number of pages. (=3 CPD's per 100 pages read and reflected on).

Option C: Education, Training, Research and Publications

This is only applicable to members who participate in any learning activities, only if it is formally accredited training programmes (example relevant university programmes). Please inform the office of the details of the programme and proof of your registration to qualify for CPD's. Application for the registration of CPD's based on formal training programmes (recognized professional bodies such as that of social workers of psychologist, or pastoral counsellors) is done on the form obtainable from the office: Recognition of External CPD (form C102). The fee for this amounts to R30 per CPD point per annum.

➤ **Registering your CPD's with the ASCHP/CCSA office**

In the case of informal meetings, you are expected to submit a synopsis of the proceeding (half page) that indicates the type of activity, duration, was signed by the group leader and dated. This must then be submitted via e-mail to your professional body – the ASCHP, CCSA or NHA - for CPD registration at a registration fee of only R70 per CPD point that is recognized. Application for the registration of informal CPD's is done on the form obtainable from the office: External application (FORM C102) for registration of all CPD points done at any other provider except Liedani CC.

**Please note: This amount was not increased, and thus remains the same throughout.

➤ **Ordering your CPD's**

Once you have selected the CPD's that you want to do, please email the office to order yours. Contact the CPD administrator: Elsie Teffo at cpd.liedani@synergetica.co.za. Please make use of the accompanying form to order (C101, C102, and / or C103) and the office will assist you to make the material available.

Please note that the CPD policy is also posted on the CCSA and ASCHP websites – you are welcome to consult it. Also see FAQ's if you may have additional questions.

We still do occasionally get CPD assignments without names – please ensure that on your assignment you indicate your full name/s and the CPD number and your membership number. Most CPD assignments do not exceed two typed pages.

The last date to hand all assignments in is **29 November 2024**.

We trust that you will enjoy doing this year's CPD's.

Thank you.



Dr Liezl Herholdt