

INTRODUCTION TO
TRAUMA-INFORMED PRACTICE:

Course Handbook

Tutor-Led Track



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Welcome

Welcome to our Trauma-Informed Practice course. We are delighted to have you on board as a participant in this training, and hope that you will find it enjoyable, stimulating and professionally rewarding.

In this handbook, you will find information that outlines various important aspects of the course. We intend that you can refer to it throughout your learning journey with us, to guide you on your way.

Introduction

This course has been designed for qualified counsellors and psychotherapists. It has been created in response to the demand for relevant training that can be transferred to practice.

The importance of becoming trauma-informed in counselling practice has become more significant over the years.

During this course, we will be inviting you to look at the impact of trauma on your clients' lives, as well as the impact on yourself when working with trauma. Growing understanding will lead to effective practice. You will experience professional growth, and an awareness of the breadth and depth of the aspects to consider when working therapeutically in this area.

We aim to equip you with the means to serve your clients better in the relationships you will build, based on knowledge, safety, trust and increased awareness.

You will be invited to an introductory live session before beginning to work through the course modules at your own pace.

Features of the Course

- Three live tutor-led sessions where the theory of the course comes to life. You will work with your peers under expert guidance and have the opportunity to clarify your learning.
- 30 hours of self-directed learning, offering the flexibility to study at your own pace
- Blended learning to accommodate varied learning styles
- Downloadable slide packs, audio files and transcripts of each lecture
- Tasks to reflect on and suggested reading
- A private training group for your interaction with peers
- A completion certificate to evidence your learning and 60 hours of CPD

Course Aims

- To equip practitioners with the skills and knowledge to engage confidently and ethically with clients who have experienced trauma
- To provide an understanding of trauma, its different forms and the impact it has on individuals
- To enable recognition and validation of clients who have experienced trauma
- To enhance the ability to identify clients who have trauma-related issues
- To encourage and promote safe counselling environments that empower clients
- To introduce knowledge of trauma models
- To encourage self-care and vicarious trauma awareness, along with strategies for the management of these
- To advocate a commitment to ongoing learning and self-development, with encouragement to stay updated with research and best practice
- To raise awareness and understanding of the dual burden experienced by minority groups

Modules and Topics

The course has nine modules, each of which is further broken down into several topics:

Module 1 – Putting Safety First

- 1.1 Avoiding Vicarious Trauma
- 1.2 Personal Preparation Plan
- 1.3 Working with Trauma Online
- 1.4 Working within Your Competence

Module 2 – Defining Trauma

- 2.1 What Is Trauma-Informed Practice?
- 2.2 Definitions of Trauma
- 2.3 Trauma – Historical Contexts
- 2.4 The Power Threat Meaning Framework

Module 3 – Trauma: Mind and Body

- 3.1 Overview of Brain Function
- 3.2 Introduction to the Polyvagal System
- 3.3 How Trauma Is Experienced
- 3.4 Body Function and Trauma
- 3.5 Avoiding Re-traumatisation
- 3.6 The Importance of Psychoeducation

Module 4 – Signs of Trauma

- 4.1 Listening for Clues
- 4.2 Childhood Experiences
- 4.3 Implicit and Explicit Memory

Module 5 – Trauma Recovery Models

- 5.1 Trauma Model Therapy
- 5.2 Trauma Resilience Model
- 5.3 Three-Stage Recovery Model
- 5.4 Dual Awareness Model

Module 6 – Trauma: Cultural Perspectives

- 6.1 Trauma and Culture
- 6.2 Marginalised Groups and Trauma

Module 7 – Working with Dissociation

- 7.1 Window of Tolerance
- 7.2 What Is Dissociation?
- 7.3 Working with a Dissociated Client – Video Presentation

Module 8 – Breathwork

- 8.1 Introduction to Breathwork
- 8.2 Physiology of Breath
- 8.3 Alternate Nostril Breathing
- 8.4 Polyvagal Breathing

Module 9 – Research and Supervision

- 9.1 The Value of Ongoing Research
- 9.2 Use of Supervision

At the end of each module, you will complete a short assessment and click to mark the module as complete. This enables you to move on to the next module.

NOTE: We do not include role-play in this course, for two reasons:

1. We teach a range of methods and techniques, so enabling therapists to select the most appropriate combination for each individual client. There is not, therefore, one single approach to demonstrate.
2. As we cannot know the history of individual participants on the course, using role-play may risk a participant with past trauma becoming dissociated. It is our responsibility as education providers not to expose participants in this way.

Recognising these issues, we provide a safe demonstration of supporting a client who is dissociated, using an actor (see ***Topic 7.3: Working with a Dissociated Client - Video Presentation***).

We also provide a demonstration of polyvagal breathing, which can be helpful in keeping traumatised clients stable and secure (see ***Topic 8.4 Polyvagal Breathing***).

What You Will Need

To participate in the course, you will need:

- a laptop or computer that connects to the internet and that has a camera and microphone, so you can attend the live training sessions
- an internet connection that is strong enough to stream live video.
- the time and capacity to attend (online, using your computer) three live full-day training sessions that run from 10am to 4pm
- the time and capacity to undertake the self-directed learning elements in the learning portal and the required reading – around two to three hours per week in total.

Live Sessions

This course includes three live sessions. Listed below are the topics covered in each session.

Live Session 1

- Course navigation – Getting around the online learning platform and accessing the course content
- Exploring hopes and fears for the training
- Putting safety first – Overview of why it is important
- Defining trauma – What trauma-informed practice is, and definitions of trauma
- Avoiding re-traumatisation

Live Session 2

- Why stabilisation and building your own stabilisation tool kit
- Childhood experiences – case study
- Application of theory to practice
- Compare and contrast Trauma Model Therapy and the Trauma Resilience Model
- Pre-therapy and fragile process

Live Session 3

- Trauma recovery models – Theory to practice
- Working with Diversity
- Helping clients feel confident to contact you
- The importance of research – An opportunity to specialise
- Endings and new beginnings

Before You Get Started

- **Check that you are receiving our emails**, which will all come from email addresses ending '@counsellingtutor.com'. Do check your 'Spam' and (on Gmail) 'Promotions' folders, and mark us on your Safe Senders list.



[Click here](#) for a detailed guide on how to add us to your safe list.

- **Private Training Community**

You will be given information on how to access your private training group when you first log into the course.

This training community is a private group just for you and your peers on the course. It is not a Facebook group, but rather a community platform to which Counselling Tutor subscribes, for your benefit.

- We also have a **generic private Facebook page**, where you can network with over 45,000 students, qualified practitioners, clinical supervisors and tutors in the world of counselling and psychotherapy. If you're not already a member, do just send us a request to join, and we'll be delighted to welcome you in!



[Click here](#) to join the Counselling Tutor private Facebook group.

Declaration, Certificate and Badge

Once you have completed all modules of the course, you will be able to download your certificate as evidence of 60 hours of CPD, which you can use to meet your ethical body's annual requirement, and add to your CV.

As part of the certification process, you will be asked to self-declare that you:

- hold a formal counselling qualification that is equal to or above diploma level
- have kept a reflective journal throughout the training process, and that you have used this to process your learning
- have taken part in peer-observed sessions, and received and given feedback.

NOTE: Continuing professional development (CPD) is of course vital for all therapists, and especially so in trauma-informed practice. Knowledge and understanding are advancing rapidly in this relatively new field, as is the vocabulary used. Keeping up-to-date with the latest research findings and their implications for practice will help you provide the most effective service possible for your clients.

You will also be able to download a badge that you can use on your website and marketing materials after completing the course.



Your Presenter

Rory Lees-Oakes

Rory Lees-Oakes is Co-Director at Counselling Tutor and is the author of *Counselling Theory in Practice: A Student Guide*.

Rory spent over a decade lecturing in counselling. He is a qualified counsellor, clinical supervisor and lecturer.



In 2015, he was awarded the prestigious Silver Plato award for outstanding use of technology in education. He is also a Fellow of the Pearson Teaching Awards.

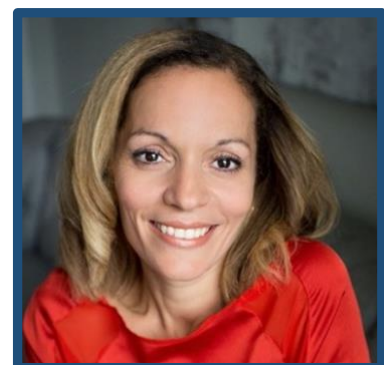
An avid drinker of tea, he's more likely to be found in a tea room than a bar.

Your Tutor

Nora Allali-Carling

Nora is an experienced counsellor, teacher, trainer and clinical supervisor. She has spent more than twenty years teaching and training in Education and currently teaches in Further Education in London.

Nora has a private practice in Surrey where she offers faith-based and culturally sensitive counselling.



In addition to her private practice, Nora has worked for an NHS GP practice, St Christopher's Hospice and family counselling services.

Nora has published articles on grief, loss and bereavement and is currently completing her MSc in Neuroscience of Mental Health.

Your Host and Producer



Ed Escolano

Ed produces the live sessions to ensure a smooth online learning experience, leaving the tutors to do what they do best – teach.

Your host ensures that the day runs according to the schedule to make sure that everyone get their well-deserved tea breaks on time!

Help and Support

If you need any assistance with technical issues (for example, navigating the course, logging in or getting a password reminder) or if you have questions about the course content, email support@counsellingtutor.com. We will do our best to help you sort out and overcome the difficulty as quickly as possible, or provide clarification if needed.

Counselling Tutor Privacy, Refund and Cancellation Policies

To read about how we protect your privacy and security, or to check our refund and cancellation policy, [click here](#).

Counselling Tutor Complaints Procedure

If you have a complaint that has not been able to be resolved through our support desk, you can access our complaints procedure. To do so, [click here](#).

*LAST REVISION DATE:
14 October 2024*