

# Free Counselling Case Note

## Counselling Case Note

**Case Number:** 2150A-OB-ES

**Client ID:** 1234567

**Prepared By:** Olivia Bennett, Social Worker, Eco Solutions Inc.

**Date:** September 8, 2050

### Case Summary

In this counselling session, the client's personal challenges have been effectively addressed and explored. We've engaged in discussions revolving around their coping strategies, and collaboratively worked on a plan for enhanced support and continuous improvement.

### Presenting Challenges

The client reported struggles with stress management due to persistent work-related pressures. They also expressed feelings of social isolation, difficulties maintaining relationships, and recurrent mood swings. These factors contribute to an overall experience of emotional and psychological distress.

### Coping Strategies Discussion

# Case Notes Counselling Format

**Meena Hariharan,Usha  
Chivukula,Meera Padhy**



## Case Notes Counselling Format:

**Practicum and Internship** John Charles Boylan, Patrick B. Malley, Eileen Petty Reilly, 2001 TABLE OF CONTENTS 1 Definitions phases and standards 2 Preparation for practicum 3 Practicum content issues 4 Practicum process issues 5 Monitoring the professional development of practicum students 6 Ethical issues 7 Legal Issues 8 Guidelines for interns working with special populations 9 Consultation in the schools and mental health agencies Models and methods 10 Internship preparation 11 The internship experience 12 Final Evaluation FORMS 2 1 Letter to Practicum Site Supervisor 2 2 Practicum Contract 2 3 Student Profile Sheet 2 4 Student Practicum Internship Agreement 2 5 Tape Critique Form 2 6 Weekly Schedule 2 7 Monthly Practicum Log 3 1 Parental Release Form 3 2 Client Release Form 3 3 Initial Intake Form 3 4 Elementary School Counseling Referral Form 3 5 Secondary School Counseling Referral Form 3 6 Mental Status Checklist 3 7 Psychosocial History 3 8 Therapy Notes 3 9 Therapeutic Progress Report 5 1 Self Assessment of Basic Helping Skills and Procedural Skills 5 2 Counseling Techniques List 5 3 Self Rating by the Student Counselor 5 4 Peer Rating Form 5 5 Goal Statement Agreement 5 6 Interviewer Rating Form 5 7 Site Supervisor's Evaluation of Student Counselor's Performance 5 8 Counselor Competency Scale 8 1 Suicide Consultation Form 8 2 Suicide Contract 8 3 Harm to Others Form 8 4 Child Abuse Reporting Form 8 5 Substance Abuse Assessment Form 9 1 Consultation Rating Form 10 1 Intern Site Preselection Data Sheet School 10 2 Intern Site Preselection Data Sheet Clinical 10 3 Internship Contract 12 1 Internship Log 12 2 Student Evaluation Form 12 3 Client's Personal Social Satisfaction with Counseling Assessment 12 4 Student Counselor Evaluation of Supervisor 12 5 Site Evaluation Form

**The SAGE Handbook of Counselling and Psychotherapy** Colin Feltham, Ian Horton, 2006 This all inclusive comprehensive book may on first glance appear to have little that is relevant to emergency nurses On closer scrutiny it covers many of the emotional problems and crises you will encounter in the emergency department It is a useful resource and reference book and will be valued by students and practitioners of emergency nursing Accident and Emergency Nursing Praise for the First Edition An amazingly comprehensive well written balanced and pluralistic handbook that manages to present the rainbow field of psychotherapy and counselling in an accessible and reliable way This state of the art volume will become absolutely indispensable for anyone involved in this work whether in training or qualified Andrew Samuels Professor of Analytical Psychology University of Essex This remarkable book is more than an elegant presentation of contemporary counselling and psychotherapeutic theory It is packed full of practical skills and hints all written by highly experienced practitioners and presented in an accessible and jargon free format No idea is left unturned This is a practical handbook in every sense of the word and essential reading for trainees and practitioners alike Professor Robert Bor Consultant Clinical Psychologist Royal Free Hospital London Well organized fully inclusive and skilfully edited it is going to be impossible not to buy this handbook Basically it has something on everything which people might ask about the counselling and psychotherapy profession Dave Mearns Professor of Counselling University of Strathclyde This is an

immensely useful source book for therapists to keep near at hand in order to update knowledge and to satisfy curiosity about new ways of working. It will also be extremely helpful for trainees as they strive to gain an over arching perspective in a rapidly proliferating field. Professor Helen Cowie, School of Psychology and Counselling, University of Surrey, Roehampton. The SAGE Handbook of Counselling and Psychotherapy, Second Edition is the most comprehensive text of its kind and an essential resource for trainees and practitioners alike. Comprising succinct and easy to access contributions, the Handbook describes not only the traditional skills and theoretical models but also the most common client concerns brought to therapy and the particular skills required for different practice settings and client groups. Written and edited by those at the very forefront of counselling and psychotherapy, the Handbook has been substantially updated for this the Second Edition and includes new material on evidence based practice, psychopharmacology, counselling by email, psychodrama, solution focused therapy, quality evaluation and attachment theory. For trainees, The SAGE Handbook of Counselling and Psychotherapy, Second Edition provides the ideal companion to each stage of their studies, while for practitioners, the Handbook is an indispensable source of professional reference. *Learning and Writing in Counselling*, Mhairi MacMillan, Dot

Clark, 1998-02-28. This is a very practical how to book written for students on counselling skills courses. It is intended to help them through the various problems faced by people returning to education, perhaps after a long gap. How useful this book could be to students who are confused by the increasingly academic requirements of counselling training courses, I would recommend this book as a companion for anyone who is starting a course with little or no experience of academic expectations. It is written in a friendly and reassuring style. *Counselling: The Journal of the British Association for Counselling*. This book provides a comprehensive overview of the tasks and the processes of learning and writing required.

**Counselling Skills**, Meena Hariharan, Usha Chivukula, Meera Padhy, 2024-03-13. The book professionalises counselling through the scientific application of appropriate knowledge and skills at various stages of the counselling process. With the aim of equipping readers with fundamental and advanced counselling skills, this book examines a range of key skills from various theories and models of counselling to enable students and professionals to understand the underlying techniques which need to be applied from the time the client approaches the counsellor until the conclusion of the counselling process. Sheds light on the complex psychological state of clients to discuss training for a holistic assessment in terms of emotions, cognition, motivation and behaviour. Presents extensive materials that train the students in skills to provide emotional relief to the client to help the client change from self-defeating negative thoughts to promising positive thinking, enhancing motivation and self-confidence to initiate action. Integrates discussions on case studies, live as well as hypothetical examples, traditional and contemporary theories on counselling with the art of communication. An invaluable guidebook on developing counselling skills, this volume will be of immense interest to students, researchers, teachers, professionals and practitioners of psychology, behavioural sciences, mental health, counselling and education. *Designing and Managing Programs*, Peter M.

Kettner, Robert M. Moroney, Lawrence L. Martin, 2016-01-19 The Fifth Edition of the classic *Designing and Managing Programs for human services* helps readers grasp the meaning and significance of measuring performance and evaluating outcomes The authors all leaders in the field incorporate the principles of effectiveness based planning as they address the steps of designing implementing and evaluating a human services program at the local agency level Meaningful examples at every stage of the process from problem analysis and needs assessment to evaluating effectiveness and calculating costs enhance reader understanding of how concepts are implemented in the real world *GARF Assessment Sourcebook* Lynelle C. Yingling, William E. Miller, Alice L. McDonald, Susan T. Galewaler, 2013-10-28 First published in 1998 The GARF Assessment Sourcebook is a comprehensive guide to the Global Assessment of Relational Functioning GARF scale for family assessment This comprehensive guide to the GARF is an essential tool for practicing professionals as well as students in training programs It provides a thorough description of each element of the GARF a comprehensive review of the GARF in relation to other marriage and family assessment tools summaries of GARF research and a comprehensive appendix of reproducible GARF related forms The GARF Assessment Sourcebook challenges marriage and family therapists to use evaluate and refine the GARF so that it may be included in the main portion of the next revision of the Diagnostic and Statistical Manual of Mental Disorders DSM As managed care becomes more pervasive and providers start giving more direction over treatment options the GARF will become an important new tool in family mental health treatment to assist clinicians who are struggling to improve services and justify their work to the broader health care community *Learning To Counsel, 3rd Edition* Jan Sutton, William Stewart, 2008-08-29 The new edition of this popular and userfriendly book has been thoughtfully revised updated and expanded Fresh information has been added to keep pace with the rapidly advancing field of counselling and psychotherapy *Learning to Counsel Third Edition* contains an abundance of illustrative graphics case studies examples of skills in practice practical exercises and sample letters forms and checklists designed to stimulate learning Its predecessor appears on the recommended reading list of several counselling certificate courses This new revised edition is an ideal text for those contemplating embarking on a counselling course trainee counsellors counselling tutors to use in training professionals working in the area of health care management and education and counsellors working in the voluntary sector Contents Illustrations table sample forms and letters Foreword Preface 1 Exploring Counselling 2 Exploring Essential Counsellor Qualities 3 Developing Self Awareness 4 Helping the Client Feel Safe 5 Helping the Client Explore the Problem Part 1 6 Helping the Client Explore the Problem Part 2 7 Helping the Client Understand the Problem 8 Helping the Client Resolve the Problem 9 Terminating the Counselling Relationship 10 Counsellor Self Care Appendix 1 Sample Forms and Letters Appendix 2 Suggested Responses to Exercises Appendix 3 Important People in the Development of Counselling Glossary Useful Websites Further Reading Index **Confidentiality & Record Keeping in Counselling & Psychotherapy** Tim Bond, Barbara Mitchels, 2014-11-30 This indispensable text is your students first point of reference when

faced with a situation or dilemma of a legal nature regarding record keeping or confidentiality issues Reflecting changes in policy and law and developments in practice since its last publication in 2008 this new edition has been expanded into 14 new and thoroughly revised chapters New content includes The latest Data Protection Act guidance including data protection implications when working with technology and for online therapy Greater content on sharing information including sharing information in supervision training research audit and crucially across professions Expanded content on mental capacity with separate chapters for children and vulnerable adults A new chapter on pre trial therapy with adults and children including Special Measures Crown Prosecution Service guidance and victim support A new chapter on practice dilemmas providing advice and encouraging further discussion and reflection The role of supervision and of the supervisor Using reflective questions sample dilemmas and case scenarios throughout the authors illustrate how to practically address the difficult confidentiality and record keeping issues that therapists regularly face Current legal guidelines and frameworks are interspersed throughout the book which along with revised disclosure checklists and links to useful organisations and contacts ensure trainee and practising therapists are well versed in current best practice *Pragmatics of Psychotherapy* William Schofield, **The Counseling Practicum and Internship Manual** Shannon Hodges, 2010-08-03 For many counseling students the first experience with a counseling practicum or internship can be daunting With this manual students in practicum and internship settings receive the orientation and guidance they need to successfully navigate field placement In this book author Shannon Hodges shares over 16 years of expertise in counseling and clinical training He discusses everything students need to know to fully understand all aspects of the practicum internship process The book provides detailed guidelines to selecting and applying for an appropriate practicum internship performing responsibly on the job maintaining ethical standards and much more The manual comprehensively covers practicum internships in all settings including rehabilitation school mental health addictions and marriage and family counseling With this book students will learn how to Select apply to and interview for the internship practicum Use the practicum internship as a means to land a job Create a professional identity and demeanor Navigate ethical legal and professional issues Comply with HIPA the Health Insurance Portability and Accountability Act Use various new leading technologies in counseling Write clinical case notes and develop treatment plans Set clear boundaries with clients and deal with difficult colleagues Learning To Counsel, 4th Edition Jan Sutton, William Stewart, 2017-09-07 Drawing on their numerous years experience as counsellors tutors and writers Jan Sutton and William Stewart introduce readers to the basic principles that underpin counselling practice Written in a clear concise and jargon free style and with its wealth of case studies examples of skills in practice and practical exercises this new edition is an ideal text for those embarking on a counselling or psychotherapy course trainee counsellors counselling tutors to use in training professionals working in the area of health care management and education and counsellors working in the voluntary sector It provides insight into various counselling approaches clarifies the nature of

counselling and the role of the counsellor and assists readers to develop a repertoire of key counselling skills and qualities such as active listening genuineness unconditional positive regard empathy goal setting etc The book also addresses the important issues of ongoing supervision to enhance counselling practice and counsellor self care to reduce the risk of burnout

*Confidentiality & Record Keeping in Counselling & Psychotherapy* Barbara Mitchels,Tim Bond,2021-03-24 Confidentiality and record keeping are essential aspects of everyday counselling practice This book introduces you to the law ethics guidance and policy relevant to counselling records and confidentiality using examples from practice to apply this to a wide range of counselling situations and dilemmas This edition is fully updated to cover recent developments in guidance professional ethics policy and law including new chapters on GDPR and data protection law and online and telephone counselling practice With an extensive glossary checklists and useful legal and other resources this is an essential resource for trainees and practitioners in the helping professions

*Counselling Skills in Applied Sport Psychology* Paul McCarthy,Zoe Moffat,2023-11-24 Counselling Skills in Applied Sport Psychology is a new text that provides a how to in basic counselling skills for sport psychology students and practitioners The book supports scholarship in applied sport psychology at the upper undergraduate and postgraduate levels especially for those training to become sport psychology practitioners Presented in ten chapters and an extensive appendix of forms and letters to cater to the ranging needs of students the book addresses basic counselling skills their place in applied sport psychology and personal development The core of the book lies in exploring counselling models and how to counsel client athletes through beginnings middles and endings It delves more deeply into personal and professional development especially understanding therapeutic modalities supervision and self care Providing a unique focus of basic counselling skills in applied sport psychology concentrating on the professional relationship between the sport psychology practitioner and client athlete in applied sport psychology practice Counselling Skills in Applied Sport Psychology is essential reading and practice for upper undergraduates and postgraduates in applied sport psychology and sport and exercise psychology

**Counselling by Telephone** Maxine Rosenfield,1996-11-25 Well written well researched the book contributes to undermining ideas of professional hierarchy in which long term face to face is top of the pile and short term and the phone are the province of the amateur who knows not what they are up to On the contrary the counselling process as well as the use of counselling skills are resources that can be much more widely used than is possible if they are restricted to relatively long term counselling This is an excellent book covering a great deal of recent thinking about confidentiality skills training quality and supervision in relation to the telephone with a useful chapter on its technology in relation to counselling Counselling and Psychotherapy The Journal of the British Association for Counselling and Psychotherapy This book explores the essential skills needed to carry out effective telephone counselling such as welcoming and establishing a relationship with clients listening and responding understanding silences working with transference and fantasy and recognizing and reacting to feelings which are necessarily very often distinct from those

involved in face to face counselling Maxine Rosenfield challenges the view that telephone counselling is a poor relation to face to face counselling arguing that for certain clients it may be the therapeutic medium of choice She examines the benefits to both clients and counsellors of working by telephone and highlights the technical and practical issues of which counsellors should be aware She also covers the relatively new concepts of group counselling by telephone and counselling by other media such as e mail or letter

**Practicum and Internship** Christin M. Jungers, Judith Scott, 2014-08-27 Completely revised and updated the fifth edition of Practicum and Internship is an eminently practical resource that provides students and supervisors with thorough coverage of the theoretical and practical aspects of the practicum and internship process New in this edition are an accompanying website with downloadable customizable forms contracts and vitae thoughtful discussion of the DSM 5 and HIPAA guidelines and the most recent CACREP standards expanded analysis of the use of technology and social media in counseling expanded discussions of ethical decision making and ethical guidelines for informed consent and for supervision contracts in individual settings new and updated materials on case conceptualization assessment goal setting and treatment planning new materials reviewing third wave counseling theories and practices including MBSR MBCT ACT and DBT detailed presentation of a skill based model for counseling training and self assessment questionnaires and guided reflection exercises for application and orientation to the model

Case Study Research in Counselling and Psychotherapy John McLeod, 2010-09-22 Case based knowledge forms an essential element of the evidence base for counselling and psychotherapy practice This book provides the reader with a unique introduction to the conceptual and practical tools required to conduct high quality case study research that is grounded in their own therapy practice or training Drawing on real life cases at the heart of counselling and psychotherapy practice John McLeod makes complex debates and concepts engaging and accessible for the trainees and practitioners at all levels and from all theoretical orientations Key topics covered in the book include the role of case studies in the development of theory practice and policy in counselling and psychotherapy strategies for responding to moral and ethical issues in therapy case study research practical tools for collecting case data how to do it guides for carrying out different types of case study team based case study research for practitioners and students questions issues and challenges that may have been raised for readers through their study Concrete examples points for reflection and discussion and recommendations for further reading will enable readers to use the book as a basis for carrying out their own case investigation All trainees in counselling psychotherapy and clinical psychology are required to complete case reports and this is the only textbook to cover the topic in real depth The book will also be valuable to people who intend to use existing case studies to inform their practice and it will help experienced practitioners to generate publishable case reports

**Key Issues for Counselling in Action** Windy Dryden, Andrew Reeves, 2008-09-17 Effective counselling is based on a strong working relationship between counsellor and client Building and maintaining this therapeutic alliance demands both skill and an ability to negotiate challenges which arise during the



counselling process Key Issues for Counselling in Action prepares new practitioners for face to face work with clients by looking at what is required at each stage of the process and examining issues which practitioners most frequently need to deal with along the way The topics covered are relevant to all counsellors regardless of theoretical orientation The book explores the everyday issues counsellors face when getting started making an assessment working at relational depth setting goals and ending the relationship Advice is also given on more difficult challenges such as dealing with reluctant clients stuckness client dependency and unplanned endings Key Issues for Counselling in Action is a bestselling text which has been used to train many thousands of counsellors as well as supporting their continuing professional development This second edition has been completely re written and includes new material on the use of touch self care culture and counselling evaluation Windy Dryden is Professor of Psychotherapeutic Studies Professional and Community Education PACE at Goldsmiths College University of London Andrew Reeves is a University Counsellor at the University of Liverpool Counselling Service and Editor of the journal Counselling Psychotherapy Research

**The Management of Counselling and Psychotherapy Agencies** Colin Lago,Duncan Kitchin,1998-10-13 The authors of this book provide clear guidelines on the many aspects of knowledge skill and management expertise increasingly required by all counselling services Due consideration and detailed advice is given on a broad range of essential issues from setting up a counselling service to customer relations and quality control Topics examined include implications of funding budgeting staffing location and furnishing of premises daily working routines how to ensure a competent professional safe and ethical working practice and the sheer complexities of being a manager of therapists

Field Experience Najjian Zhang,Richard D. Parsons,2015-02-11 A blueprint for doing clinical work in field experience Field Experience Transitioning from Student to Professional aids students in developing their professional identity on their journey toward becoming a counselor Authors Najjian Zhang and Richard D Parsons help students integrate the knowledge they learn across the curriculum by presenting a roadmap of how to start navigate and finish a practicum or internship Throughout the book coverage of CACREP standards case illustrations exercises and real life examples create an accessible overview of the entire transitioning process Field Experience is part of the SAGE Counseling and Professional Identity Series which targets specific competencies identified by CACREP Council for Accreditation of Counseling and Related Programs

**The Counselling and Psychotherapy Research Handbook** Andreas Vossler,Naomi Moller,2014-10-16 Research is a vital and often daunting component of many counselling and psychotherapy courses As well as completing their own research projects trainees across modalities must understand the research in the field what it tells them and how to do it Breaking down this seemingly mountainous task into easy to swallow pieces this book will navigate your students through each stage of the research process from choosing a research question through the pros and cons of different methods to data analysis and writing up their findings Written by leading contributors from the field including John McLeod Mick Cooper and Tim Bond each chapter features points for reflection engaging

activities and suggestions for further reading helping students to engage with all aspects of research An original graphic narrative runs throughout the book bringing this complex topic to life in a unique way Whether embarking on research for the first time or already a little familiar with research and research methods this unique guide is something counselling and psychotherapy students will turn to continually throughout their research projects

The Enthralling World of E-book Books: A Detailed Guide Revealing the Pros of E-book Books: A World of Ease and Flexibility

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