



Level 2 Certificate in Counselling Skills

PLEASE SIGN AND DATE BELOW TO CONFIRM DETAILS AND THAT YOU UNDERSTAND THE INSTRUCTIONS BEFORE YOU BEGIN THIS ASSESSMENT

Centre	
Centre ID	
Learner surname	
Other names	
Learner ID	
Time allowed	1 hour
Signature	
Date	01/02/2003 23.59
Total number of pages this question paper consists of	10 pages
If you have used any additional sheets for your answers please identify the number here	

Instructions

- Check all paper details are correct.
- Sign the paper in the Signature box.
- Use black ink or black ball-point pen.
- Answer the questions in the spaces provided, any answers written outside the area provided for the question **will not be marked**.
- If you require additional space to answer a question request additional pages from your invigilator.
- Write the number of additional pages you use with this exam in the box provided above.
- Do all rough work in your answer book. Cross through any work you do not want to be marked.
- Total of 40 marks are available for this paper.



Question 1

Give **three** examples of counselling skills. For each skill provide a single sentence that acts as a definition. An example is provided below

Name of Skill: **Paraphrasing**

Definition: **restating the client's content in your own words**

Name of Skill

.....
(1 mark)

Definition

.....
.....
(2 marks)

Name of Skill

.....
(1 mark)

Definition

.....
.....
(2 marks)

Name of Skill

.....
(1 mark)

Definition

.....
.....
(2 marks)

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**Question 2**

The following statements are about counselling and counselling skills.

Counselling skills are just a set of techniques.

a) True

b) False



(1 mark)

**Question 3**

Teachers helping students with their personal problems are counselling.

a) True

b) False



(1 mark)

**Question 4**

Counselling seeks to promote the client's right to make their own choices.

a) True

b) False



(1 mark)

**Question 5**

Mentoring and counselling require similar skills.

a) True

b) False



(1 mark)

**Question 6**

Advice giving is a common counselling technique.

- a) True
- b) False



(1 mark)

**Question 7**

Counselling unlike other forms of helping is about trying to see the situation from the client's point of view.

- a) True
- b) False



(1 mark)

**Question 8**

Which statement is true? Write the correct letter in the box.

- a) Contracting is when the counsellor helps the client understand the nature of the therapy and how it will work
- b) Contracting is when the counsellor tells the client about their fees
- c) Contracting is when the counsellor tells the client how it is going to work



(1 mark)

**Question 9**

Which statement is false? Write the correct letter in the box.

- a) Contracts can be changed by negotiation as the counselling proceeds
- b) The contract is a mutual agreement between both the counsellor and the client
- c) The main purpose of the contract is to explain the 'rules' to the client



(1 mark)

**Question 10**

Which statement is true? Write the correct letter in the box.

- a) The counsellor's explanation of confidentiality should be very detailed
- b) The counsellor checks the client's understanding of the limits of confidentiality
- c) The counsellor only needs to mention harm to self and others



(1 mark)

**Question 11**

Which statement is false? Write the correct letter in the box.

- a) Goals are an important part of the contract
- b) Frequency of sessions is an important part of the contract
- c) The counsellor's qualifications are an important part of the contract



(1 mark)



Question 12

Name **three** non-verbal techniques for building rapport with a client. In each case explain your answer.

Name of Technique

.....
(1 mark)

Explanation

.....
.....
(2 marks)

Name of Technique

.....
(1 mark)

Explanation

.....
.....
(2 marks)

Name of Technique

.....
(1 mark)

Explanation

.....
.....
(2 marks)

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Question 13

Mariah has been counselling her client Susie for 3 weeks. Susie has been talking about how stressful she finds her job but is looking forward to a holiday in three weeks time. Susie asks Mariah if they can use the three weeks before her holiday to put together a plan to 'tackle the problem'.

Name two techniques or strategies that Mariah could use to help the counselling relationship develop in the way that Susie wants. Explain your answers.

Name of Technique/Strategy 1

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(1 mark)

Explanation

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(3 marks)

Name of Technique/Strategy 2

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(1 mark)

Explanation

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.....
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.....
.....



(3 marks)

**Question 14**

The following statements are endings in counselling relationships.

Ending the counselling relationship can stir up memories of previous losses.

a) True

b) False



(1 mark)

**Question 15**

Ending of the relationship should only happen when the client wants it.

a) True

b) False



(1 mark)

**Question 16**

Endings need to be planned.

a) True

b) False



(1 mark)

**Question 17**

Endings should be talked about early enough for the client to address any unfinished business.

a) True

b) False

(1 mark)



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[End of test]