

031305T4PSY

COUNSELLING PSYCHOLOGY LEVEL 5

PSY/OS/CO/CR/03/5/A

Provide Psychological First Aid (PFA) Services

March /April 2025



TVET CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC)

OBSERVATION CHECKLIST

INSTRUCTIONS TO THE ASSESSOR

1. You are required to mark the practice tasks performed by the candidate.
2. You are required to take video clips of critical points.
3. Ensure the candidate has a name tag with a unique code at the back and front.

This paper consists of 7 printed pages.

Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.

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(Award 1 mark for any 3 performed tasks or 0 if not)			
3. Identified relevant assessment tools and counselling forms: • Anxiety inventory • Clinical interview checklist • Intake form • Referral form • Consent form (Award 2 marks for 3 tools correctly identified or 0 If not)	2		
4. Negotiated counselling contract: The candidate explained to the client: • The PFA process. • PFA Counsellor's and Client's rights and responsibilities • Confidentiality and its limitations • Referral process (Award 4 marks if all aspects of contract are mentioned or 0 if not conducted appropriately)	4		
5. Conducted PFA assessment in accordance with counselling standards (Assessor to observe, listen and ask the candidate) • Used the right tools for screening and assessment • Used assessment tools appropriately • Identified the trauma symptoms • Candidate identified client's issues of concerns • Candidate summarized client's issues of concern • Candidate formulated hypothesis of client's issues using PFA knowledge and skills (Award 2 marks for any 3 items performed correctly or zero if none)	6		
Sub-Total Task 1	20		

explored) • Appropriately asked questions ○ Open-ended ○ Probing ○ Exception ○ Minimal questioning (Award 2 marks each for any 3 questions asked and zero if none) • Used relevant counselling skills (Assessor to observe) ○ Attending ○ Minimal prompts ○ Paraphrasing ○ Unconditional positive regard ○ Empathy ○ Questioning ○ Summarizing (Award 3 marks each for any 3 skills used) • Used counselling theories (assessor to observe, listen and ask the candidate which theory they use why and how) ○ Applied relevant counselling theories based on the presentin issues (Trauma-Focused Cognitive Behavioural Therapy (TF-CBT), Maslow's hierarchy of needs, attachment theory etc.) (Award 2 marks each for any 2 theories applied or 0 if not applied) ○ Applied relevant techniques from any formal theories e.g. free association, thought stopping, Relaxation, core conditions in person centered therapy and cognitive homework (Award 3 marks each for any 2 techniques applied or 0 if not applied)	9		
	4		
	6		
Sub-Total Task 2	38		
TASK 3: Evaluated Psychological first Aid Services			
9. Evaluated PFA services according to counselling standards. a) PFA services are evaluated by the client according to counselling			

standards The client gave the following feedback: <i>(Identified by the Assessor without interfering with the flow of the session)</i>			
- The counsellor built a working relationship - The counsellor attended to them. - The client felt understood/supported, helped	1		
	1		
	1		
<i>(Award 1 mark for each item or 0 if not performed)</i>			
b) Counsellor self-evaluation is conducted according to counselling standards			
Ask the candidate;			
- Two areas of strength - Two areas that need improvement - What the candidate's experience with client was like	2		
	2		
<i>(Award full marks appropriately for each item given or 0 if not given)</i>			
Sub-Total Task 3	8		
TASK 4: Terminated Psychological First Aid Services			
10. Terminated the PFA session according to counselling standards.			
- Termination was gradual - Highlighted key issues discussed - Planned continuum care with the client - Planned follow-up with the client or conducted referral and filled referral form	3		
	3		
	3		
	3		
<i>(Award 3 marks for each item performed or 0 if not performed)</i>			
Sub-Total Task 4	12		

TOTAL MARKS	78	
ASSESSMENT OUTCOME		
The candidate was found to be: Competent ☐ Not yet competent ☐ <i>(Please tick as appropriate)</i> <i>(The candidate is competent if s/he gets 50% or higher)</i>		
Feedback from candidate:		
Feedback to candidate:		
Candidate's signature:	Date:	
Assessor's signature:	Date:	