



**ACADEMIC SERVICES**

**MODULE SPECIFICATION**

Part 1: Basic Data					
Module Title	Consultancy Skills in Health Psychology				
Module Code	USPJKF-30-M	Level	M	Version	1.1
UWE Credit Rating	30	ECTS Credit Rating	15	WBL module?	No*
Owning Faculty	Health and Applied Sciences	Field	Psychology		
Department	Health and Social Sciences	Module Type	Professional Practice		
Contributes towards	Professional Doctorate in Health Psychology Postgraduate Diploma in Health Psychology				
Pre-requisites	None		Co- requisites	None	
Excluded Combinations	None		Module Entry requirements	None	
First CAP Approval Date	April 2010		Valid from	September 2010	
Revision CAP Approval Date	November 2015		Valid from	February 2016	

<b>Review Date</b>	
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Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module students will be able to:</p> <ul style="list-style-type: none"> <li>• Have an understanding of the application of theories/models of communication, organisational consultancy, organisational development and the management of change within the consultancy process and project delivery. (Assessment A/B1/B2)</li> <li>• Understand about the preparatory processes involved in pitching, negotiating and agreeing their scope of work, contract arrangements and project delivery specifications with their client prior to project implementation. (Assessment A/B1/B2)</li> <li>• Understand the barriers and facilitators of effective project delivery (incorporating time, resource, relationship and conflict management). (Assessment A/B1/B2)</li> <li>• Plan, document, monitor, review and adjust their consultancy work/project deliverables using appropriate theoretical frameworks/models and procedures. (Assessment A/B1/B2)</li> <li>• Manage the consultancy project deliverables, process and outcomes more effectively by engaging with, and actively planning the client-consultant relationship. (Assessment A/B1/B2)</li> <li>• Exercise ethical and professional behaviour and personal responsibility with autonomous initiative within the consultancy project delivery and setting. (Assessment A/B1/B2)</li> </ul>

Syllabus Outline	<p>Health Psychology Consultancy is the use of specialist health psychology skills and knowledge to provide a service to an external business client e.g. public, private or third sector organisations. The consultant/ client relationship requires a level of independence in order to ensure that both parties are free to express their needs and boundaries. Any consultancy provided within the same organisation must therefore not be between parties (consultant &amp; client) who have any management or strategic links or relationship. Consultancy is typically a defined service (provided for a specified fee) and generally relates to services that have demonstrable relevance to health psychology, and which the client does not have the expertise to carry out in-house. The consultancy client is the individual, group or organisation which enters into a negotiated contract with the consultant agreeing the objectives, process and conditions of the health psychology consultancy work. The consultancy project must be a specifically defined piece of work that is negotiated and conducted by the consultant directly and cannot be part of a larger piece of work that has been negotiated by another person e.g. line manager. To meet these requirements the syllabus includes:</p> <ul style="list-style-type: none"> <li>• What is consultancy in Health Psychology</li> <li>• Assessing requests for consultancy</li> <li>• Planning consultancy</li> <li>• Negotiation skills in consultancy</li> <li>• Contracting in consultancy</li> <li>• Consultancy and communication in organisations</li> <li>• Systems theory, groups and organisational theory and organisational issues</li> <li>• Emotional intelligence in consultancy</li> <li>• Conducting consultancy</li> <li>• Monitoring and evaluating consultancy</li> <li>• Assessment for consultancy</li> </ul>
Contact Hours	Students will typically attend four timetabled workshop days for this module across the year and these workshops will be supported by individual supervision through face to face contact, Skype or by telephone.
Teaching and Learning Methods	<p>Students will be expected to attend timetabled workshop days which will act to guide their further reading and independent study. It is expected that students will spend at least 300 hours, including contact time and assignment preparation working for this module.</p> <p><b>Scheduled learning</b> includes lectures, seminars, demonstration, practical classes and workshops.</p> <p><b>Independent learning</b> includes hours engaged with essential reading, case study preparation, assignment preparation and completion</p>
Key Information Sets Information	<p style="text-align: center;">Not applicable</p> <p>The table below indicates as a percentage the total assessment of the module which constitutes a -</p> <p><b>Written Exam:</b> Unseen written exam, open book written exam, In-class test  <b>Coursework:</b> Written assignment or essay, report, dissertation, portfolio, project  <b>Practical Exam:</b> Oral Assessment and/or presentation, practical skills assessment, practical exam</p> <p>Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:</p> <p style="text-align: center;"><i>Double click in the table and type over the percentages – the table will total</i></p>

	<i>automatically. Please ensure that it amounts to 100%</i>			
	Total assessment of the module:			
	Written exam assessment percentage			0%
	Coursework assessment percentage			100%
	Practical exam assessment percentage			0%
				100%

Reading Strategy	<p>All students will be encouraged to make full use of the print and electronic resources available to them through membership of the University. These include a range of electronic journals and a wide variety of resources available through web sites and information gateways. The University Library's web pages provide access to subject relevant resources and services, and to the library catalogue. Many resources can be accessed remotely. Students will be presented with opportunities within the curriculum to develop their information retrieval and evaluation skills in order to identify such resources effectively.</p> <p>Any essential reading will be indicated clearly, along with the method for accessing it, e.g. students may be expected to purchase a set text, be given or sold a print study pack or be referred to texts that are available electronically, etc. This guidance will be available either in the module handbook, via the module information on Blackboard or through any other vehicle deemed appropriate by the module/programme leaders.</p> <p>If further reading is expected, this will be indicated clearly. If specific texts are listed, a clear indication will be given regarding how to access them and, if appropriate, students will be given guidance on how to identify relevant sources for themselves, e.g. through use of bibliographical databases.</p>
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Indicative Reading List	<p>Burnes, B. (2004). <i>Managing change : a strategic approach to organisational dynamics</i>. Harlow: Financial Times Prentice Hall.</p> <p>Hargie, O. (2006). <i>The handbook of communication skills</i>. London: Routledge.</p> <p>Lancaster, G. (2005). <i>Research methods in management: a concise introduction to research in management and business consultancy</i>. Oxford : Elsevier Butterworth-Heinemann.</p> <p>Michie, S. &amp; Abraham, C. (2004). <i>Health psychology in practice</i>. Oxford: Blackwell.</p> <p>Neumann, J.E., Kellner, K. &amp; Dawson-Shepherd, A. (1997). <i>Developing Organisational Consultancy</i>. London: Routledge.</p> <p>Oliver, C. (2005). <i>Reflexive Inquiry: a framework for consultancy practice</i>. London: Karnac.</p>
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<b>Part 3: Assessment</b>	
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Assessment Strategy	<p>The assessment strategy is in line with the requirements for the British Psychological Society Stage 2 Award in Health Psychology. The consultancy competency and the submitted work for assessment must focus on the key processes of the client/consultant relationship management as defined through the BPS Stage 2 competency framework.</p> <p>These include</p> <ol style="list-style-type: none"> <li>1. a case study (maximum 3000 words, excluding appendices) of all elements of a consultancy project detailing an account of the request and identification of the need for the health psychology consultancy,</li> </ol>
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	<p>the negotiating, planning and management of the consultancy project process and reviews of relevant consultancy approaches, theories and techniques, and the consultancy methodology, design and implementation plan. A clear description and report of the consultancy aims, objectives, deliverables, data collection or project work and outcomes and the evaluation process must be included.</p> <p>2. a contract and working agreement conditions document (maximum 3000 words excluding appendices) that specifies the project negotiations, agreed timescales and outcome deliverables, budget and resource planning, feasibility/scoping evaluation/studies, subsequent contract revisions, summary of meetings and correspondence demonstrating reflection on the communications and management of the client-consultant working relationship, consent procedures where appropriate, client assessments of the consultancy process and evidence of formal evaluation, feedback and reports from clients where appropriate.</p> <p>3. a signed logbook of professional competency relating to the specific requirements of the BPS and HCPC for Consultancy Skills in Health Psychology</p> <p>The resits for the module will be re-workings of the original submissions 1-3 above.</p>
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Identify final assessment component and element		
% weighting between components A and B (Standard modules only)	<b>A:</b>	<b>B:</b>
	<b>0</b>	<b>100</b>
<b>First Sit</b>		
<b>Component A</b> (controlled conditions) <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>	
1. Signed logbook of professional competency relating to the specific requirements of the BPS and HPC for Consultancy Skills in Health Psychology	Pass/Fail	
<b>Component B</b> <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>	
1. A case study (maximum 3000 words, excluding appendices) of all elements of a consultancy project	50	
2. A contract and working agreement conditions document (maximum 3000 words excluding appendices)	50	

<b>Resit (further attendance at taught classes is not required)</b>		
<b>Component A</b> (controlled conditions) <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>	
1. Signed logbook of professional competency relating to the specific requirements of the BPS and HPC for Consultancy Skills in Health Psychology	Pass/Fail	
<b>Component B</b> <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>	
1. A case study (maximum 3000 words, excluding appendices) of all elements of a consultancy project	50	
2. A contract and working agreement conditions document (maximum 3000 words excluding appendices)	50	
If a student is permitted a retake of the module under the University Regulations and Procedures, the assessment will be that indicated by the Module Description at the time that retake commences.		