



AMREF INTERNATIONAL TRAINING CENTER

Qualification code : 031306T4PSY
Qualification : Counselling Psychology Level 5
Unit Code : HE/OS/CO/CPSY/BC/04/5/A
Unit of Competency : Perform Administrative Duties for Counselling Services

PRACTICAL ASSESSMENT

CANDIDATES INSTRUCTIONS

In this assessment, candidates will be required to perform practical tasks;

The candidate has 15 **Minutes** to answer all questions.

The assessor will take **5 minutes** to give you feedback at the end.

1. In this assessment, you will be required to perform the following tasks:

Task 1: Prepare to provide Administrative Duties for counseling services

Task 2: Provide Administrative Duties and counseling services

Task 3: Evaluate the Administrative Duties of counseling services

Task 4: Terminate Administrative Duties counselling services

2. You are provided with the following resources for the tasks:

- Well-ventilated room and a Wall clock
- Clients, Counseling Forms, Assessment tools
- Similar chairs
- Waste Bin
- Soft Tissues
- Stationery i.e. Biro and notebook