



SYDNEY
College of Divinity
An Australian University College



PBC

Perth Bible College

C0534 Legal and Ethical Practice

Third Trimester 2024

Teaching Staff:

Name:	Dr Mel Burr-Dixon
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Consultation times:	Wednesday via zoom

C0534

Third Trimester

Credit value:	9 credit points
Mode of study:	Online and tutorials
Pre-requisite units:	Nil
Co-requisite units:	Nil
Units excluded:	Nil

Scheduled times and Venues: Weekly online learning for 12 week Trimester

Teaching Staff:	Name:	Dr Mel Burr-Dixon
	Position & Qualifications:	Adjunct Lecturer, M.Co, D.Co
	Email:	mburrdixon@pbc.wa.edu.au
	Consultation times:	Wednesday via zoom

Learning Management System:	PBC Online (Moodle)
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Workload:	Total Workload for unit:	143 hours
	Allocation of Workload:	Average 12 hours a week: Online lectures and tutorials, course reading and research; student forum participation, assessable & non-assessable tasks

Background and Context

Legal and Ethical Practice introduces students to identify and work within the relevant industry legislation and workplace policies and determine legal and/or ethical risk in counselling practice.

Curriculum Objectives

The unit aims to introduce students to basic fundamentals of ethics. Students will become familiar with relevant legislation and be able to identify potential legal and ethical risk as a number of specific issues are explored. Students will demonstrate self-reflection by exploring a personally significant ethical or legal counselling topic.

Content and Learning Activities

- 1) This unit will provide a framework for dealing with ethical issues.
- 2) The administration of notes, contracts and consent will be discussed.
- 3) The importance of supervision will be highlighted.
- 4) The ethical practise within faith communities will be considered in relation to dual relationships, church discipline and mandatory reporting.
- 5) Limits of confidentiality will be explained.
- 6) There will be a focus on workplace policies including procedures and codes of conduct.
- 7) Case studies on human rights and working with vulnerable and marginalised people will be presented.

LECTURE SYLLABUS

Week	Content	Pre-reading
1	A Relational Approach to Ethics	Practical Ethics in Counselling and Psychotherapy,, Finlay, Chapter One
2	Social and Cultural Ethics	Practical Ethics in Counselling and Psychotherapy,, Finlay, Chapter Four
3	Ethical Code of Practice and Administration	ACA Code of Practice, pages 39 - 45
4	National Child Safety Standards	
5	Ethical Therapeutic Spaces	Practical Ethics in Counselling and Psychotherapy,, Finlay, Chapter Five
6	Ethical Boundary and Holding	Practical Ethics in Counselling and Psychotherapy,, Finlay, Chapter 6 & 7
7	Ethical Containing and Ending	Practical Ethics in Counselling and Psychotherapy,, Finlay, Chapter 8 & 9
8	Ethical Supervision	ACA Code of Practice, pages 15, 16, 37, 40 and 44
9	Relational Ethics in Practice - Case Study Presentation	Practical Ethics in Counselling and Psychotherapy, Finlay, Chapter 10, 11 & 12
10	Relational Ethics in Practice - Case Study Presentation	Practical Ethics in Counselling and Psychotherapy, Finlay, Chapter 13 & 14

Learning Resources

Essential Text

Finlay, L. (2019). *Practical Ethics in Counselling and Psychotherapy* (1st ed.). SAGE Publications.

Recommended Texts

Amis, K. (2017). *Boundaries, Power and Ethical Responsibility in Counselling and Psychotherapy* (1st ed.). SAGE Publications Australian Counselling Association Inc. (2021). *Scope of Practice for Registered Counsellors*. (2nd ed.). Newmarket, Queensland

Christian Counsellors Association of Australia. (2017). *Code of Ethics*. <http://www.ccaa.net.au/documents/CCAANationalCodeofEthics-July2012.pdf>

Cohen, E., & Cohen, G. (2018). *Counseling Ethics for the 21st Century* (1st ed.). SAGE Publications. Psychotherapy and Counselling Federation of Australia. (2017). *Code of Ethics*. <http://www.pacfa.org.au/wp-content/uploads/2017/11/PACFA-Code-of-Ethics-2017.pdf>

Sanders, R. K. (2013). *Christian counseling ethics : a handbook for psychologists, therapists and pastors* (2nd ed.). InterVarsity Press

Winright, T. (2022). *T & T Clark Handbook of Christian Ethics*. T & T Clark

Online Resources

[PBC Online Library](#)

Assessment Profile

All students must complete all assessment requirements as set, and conform with SCD Policy requirements.

Assessment tasks are designed both to help students attain the unit outcomes and to enable teachers to assess student attainment. In this unit, the assessment of student achievement with respect to the Unit Outcomes will be based on:

- 1) Demonstrate *foundational* knowledge by referencing codes, legislation or workplace policies
- 2) Demonstrate *core* counselling skills by determining legal and/or ethical risk
- 3) Demonstrate the ability to apply *basic* knowledge and skills to *predictable* counselling situations for clients with *low/moderate* needs by identifying potential legal and/or ethical issues
- 4) Demonstrate self-reflection by exploring a personally significant ethical or legal counselling topic

Assessment Schedule

Type of Assessment Task	Value (%)	Date due	Unit Learning Outcome(s) assessed
Reflection Posts	20%	Week 2 and 4	1, 5
Formal Essay	50%	Week 7	4
Case Study Presentation	30%	Week 10	2, 3

Detailed information on assessment tasks and assessment standards

Assessment Task 1

Reflection Posts – 500 Words (250 words x 2), Due Week 2 and 4

1. Students must write two 250-word reflections on the content of that week (lecture 2 for the first reflection, then lecture 4 for the second reflection) and post it on PBC Moodle.
2. These reflections should include a brief overview of the content for the week, including the theological perspective.
3. A personal response regarding the application to your counselling practice is to be included.

Assessing Criteria Rubric (100 Points):

1. Understanding of Content. (25 Points)
2. Integration of Christian Context. (25 Points)
3. Personal Application to counselling. (25 Points)
4. Analysis of the effectiveness or helpfulness. (25 Points)

Assessment Task 2

Formal Essay - 1000 words, Due Week 7

1. Students submit a formal essay that evaluates the importance of a holistic Christian view of ethics on the counselling process.
2. The ethics of faith communities is to be discussed.
3. The relationship between ethics and theology needs to be explained
4. Include specific examples of ethical situations in faith communities.
5. Personal reflection of ethics in faith communities is critically examined.

Assessing Criteria Rubric (100 Points):

1. The importance of ethics is evaluated from a Christian perspective. (20 Points)
2. The ethics of faith communities is clearly explained. (30 Points)
3. Specific examples are relevant and practical. (20 points)
4. Personal reflection is insightful and balanced. (20 Points)
5. Overall Presentation and Writing Quality. (10 Points)

Assessment Task 3

Case Study Presentation - 1500 words Due Week 10, 11 or 12

1. Students chose one of the topics from the lecture outline in weeks, 8, 9, or 10.

2. A PowerPoint presentation includes a summary of the presenting issue, the ethical nature of the situation, and possible approaches to managing or resolving the issue.
3. Evaluate the ethical dilemma from a biblical framework.

Assessing Criteria Rubric (100 Points):

1. Detailed description of chosen issue. (25 Points)
2. Evaluation of possible approaches to the issue. (25 Points)
3. Problems viewed through a holistic lens including ethics and theology. (25 Points)
4. Quality of presentation. (25 Points)

Course Unit Revision

Updated on 2024-04-03

Extension Policy

Students must submit all assignments by the due dates set by the lecturer and published in the course unit profiles.

Late Penalty

Late assignments without an approved extension will attract an automatic penalty deduction of 5% of the marks available for the item of assessment for every day (including weekends and holidays), or part thereof, beyond the date and time of submission (or any extension granted).

Assignments submitted without an approved extension beyond 10 days after the due date will receive a zero mark and NOT be annotated by the lecturer.

Example:

Student submits an assignment worth 50 marks 4 days late.

Total mark available=50

Penalty: 4 days late = 5% of 50 x 4 = 10 mark penalty

The student's original mark is 40.

Final mark =40-10=30

Grounds for Extension

An extension of an assignment's due date may be granted on the following grounds: medical illness (certified by Medical Certificate); extreme hardship; and compassionate grounds.

In such cases an extension of up to 28 days may be granted without penalty but only if requested before the assignment due date. The student should submit an "Application for Extension" including supporting documentation to the Member Institution for authorising and signing by the Lecturer / Registrar /Academic Secretary prior to the due date. The student will then be informed of the result of the request.

In extreme cases, extensions beyond 28 days may be granted. Such extensions must be applied for in writing, including supporting documentation, to the Teaching Body setting out

the extreme circumstances. The Teaching Body's appropriate committee will consider such an unusual extension and notify the student of the outcome in writing.

If the unit assessment includes an examination and an extension is granted arrangements will be made for an alternative examination to be given to the student within the extension period.

Plagiarism

Plagiarism is the representation of another's works or ideas as one's own; it includes the unacknowledged word for word use or paraphrasing of another person's work, and the inappropriate unacknowledged use of another person's ideas. For more information on plagiarism and other forms of academic misconduct refer to the SCD Handbook.

SCD Academic Board has mandated that Studiosity is the only online study assistance permitted within the SCD. Studiosity is supplied free of charge to SCD students, and it can be accessed through [INSERT ACCESS, e.g. the MI Learning Management System.]

Intellectual Property

The Course Unit Outline from which this Course Unit Booklet is derived is the property of the Sydney College of Divinity. The particular interpretation, amplification, and extension of the Course Unit Outline that expresses the theological values of the Member Institution and meets the needs of its stakeholder are the property of the Member Institution.
