

The Academy for Online Counselling & Psychotherapy  
is running this course on behalf of ACTO



## **Using CORE-Net effectively**

The use of CORE-Net for working online  
*making a difference for clients*

# COURSE PROSPECTUS 2019

Course Dates on Page 4

**Course Director: Dr. Rachael Klug**

**Assisted by a team of ACTO therapists**



*The Academy for Online Counselling & Psychotherapy  
is an approved ACTO Online Training Provider*

Ref: CORE-001  
CORE-002  
CORE-003

CORE-Net, an ACTO membership benefit

[www.acadtherapy.online](http://www.acadtherapy.online)



*"I hope to be able to inspire people to think differently; to not to be afraid to be who they are and not to take everything they were taught in the school or in the media or anywhere else just as a given. Actually, to question what is being said and the validity of it and to do it in a way that is constructive and that leads to higher understanding and higher levels of creativity." (The Connected Universe, Hamein 2016).*

This quotation summarises the vision we have for what our students may achieve on our courses and later on in the mental health professions as online graduates.

We invite you to be curious and expand your thinking about every part of your online work and your learning during your time with the Academy so that you will be better placed to be a leader in the online profession once trained. This seems particularly important in digital mental health care which is changing so rapidly. Our NHS mental health services are evolving and becoming ever more digital as is the corporate sector and private online work. None of us can afford to relax and all the parts are moving at the same time!

## What are The Academy's key aims?

The ACADEMY FOR ONLINE COUNSELLING & PSYCHOTHERAPY specialises in training for mental health professionals, especially for those working therapeutically online or wishing to work online. We are continuously seeking to expand the horizons of online therapy and demonstrate its power and effectiveness in changing lives. In particular:

- @ We aim to provide all our students with the tools, skills, knowledge and confidence to work online therapeutically by the end of the course they are studying.
- @ We aim to role model high levels of governance and good practice for working online therapeutically.
- @ We aim to inspire our students to challenge and be challenged throughout their learning and to think differently as a result.
- @ We aim to facilitate our students becoming more employable through their newly acquired qualification.
- @ We aim to continuously explore new ways of working online therapeutically and how digital aspects may impact or/and enhance the therapeutic and supervisory relationships

## Are our courses suitable for you?

Using only tutors who are experienced and qualified to work online therapeutically, we specialise in online training for mental health professionals, already working therapeutically online or wishing to work online, including:

- @ Training and CPD for practitioners new to online therapy, working with platforms such as Dr Julian, establishing their own private practice online, or setting up an agency/organisational service and those working towards ACTO Professional Membership. Further training to those who may have some experience of working online but who want to further their knowledge and skills.
- @ Consultancy and Mentoring for designing and developing online services.
- @ Provision of, and training for, Online Supervision.

## The Academy is an approved ACTO Online Training Provider



This course counts as 1.0 credit towards the **Modular Diploma in Online Counselling and Psychotherapy** or 2 credits, 20 hours, of CPD. The Modular Diploma course is one route to gaining entry to the professional Membership Register managed by The Association for Counselling and Therapy Online.



Following a tender process which took place in the autumn the Academy for Online Counselling & Psychotherapy ([www.acadtherapy.online](http://www.acadtherapy.online)) was awarded the contract to deliver this training

### A word from ACTO's Chair: Sarah Worley-James



On behalf of ACTO and our Board of Directors I am delighted to welcome you to our latest membership benefit: CORE-Net. We may be a very small organisation, and charging a very low membership fee, but we do feel we are more that pulling our weight when it comes to membership benefits. CORE-Net is the latest, and our most ambitious membership benefit: this is going to provide traction to everyone involved in online therapy: researchers, therapists and clients. Clients

have already told us they love seeing their CORE scores and enjoy seeing their own improvement. Therapists who trained and took part in the pilot have been excited to see what a useful assessment tool CORE-Net is, and its role in enhancing the safeguarding process, so important for online work. And finally, researchers are always keen to research something useful and genuine, and with this anonymised pool of research data we'll be attracting researchers to work with us developing a body of data, and ensuing literature. We believe this will really provide traction for online therapy as it takes its place in the world of therapy, be this in the NHS, private sector, corporate sector or voluntary sector. This is a win-win for everyone and we're just so proud of our little organisation delivering such a big membership benefit!

*Clients have already told us they love seeing their CORE scores and enjoy seeing their own improvement.*

We could not be more excited about this membership benefit and it is due to Dr Rachael Klug and Research and Development Section of ACTO who have worked so hard behind the scenes to make this happen.

## Course Dates

Ref. No.	Teaching & Guided Learning Sessions	Assessment Deadline
CORE - 001	<b>Monday Evenings:</b>	23.59 Sunday 23 June 2019
	Week 00 Guided Learning	
	Week 01 15 Apr 2019 19.00 – 20.30	
	Week 02 Guided Learning, 1.5 hours	
	Week 03 29 April 2019 19.00 – 20.30	
	Week 04 Guided Learning, 1.5 hours	
	Week 05 13 May 2019 19.00 – 21.00	
	Week 06 Guided Learning, 1.5 hours	
	Week 07-10 Assessments, 30 minutes	
Ref. No.	Teaching & Guided Learning Sessions	Assessment Deadline
CORE - 002	<b>Wednesday Afternoons:</b>	23.59 Tuesday 23 July 2019
	Week 00 Guided Learning	
	Week 01 22 May 2019 13.00 – 14.30	
	Week 02 Guided Learning, 1.5 hours	
	Week 03 05 June 2019 13.00 – 14.30	
	Week 04 Guided Learning, 1.5 hours	
	Week 05 19 June 2019 13.00 – 15.00	
	Week 06 Guided Learning, 1.5 hours	
	Week 07-10 Assessments, 30 minutes	
Ref. No.	Teaching & Guided Learning Sessions	Assessment Deadline
CORE - 003	<b>Wednesday Evenings:</b>	23.59 Tuesday 27 August 2019
	Week 00 Guided Learning	
	Week 01 19 June 2019 19.00 – 20.30	
	Week 02 Guided Learning, 1.5 hours	
	Week 03 03 July 2019 19.00 – 20.30	
	Week 04 Guided Learning, 1.5 hours	
	Week 05 17 July 2019 19.00 – 21.00	
	Week 06 Guided Learning, 1.5 hours	
	Week 07-10 Assessments, 30 minutes	



## What is CORE-Net?

Many of you will know of CORE or have used it, and seen filing cabinets full of CORE scores. Being online therapists, we have an enormous benefit: we can use CORE-Net – a digital tool completed by clients on line and 100% managed online.

## Who will be able to use CORE-Net?

Everyone with professional membership status in ACTO is eligible. However, dirty data use is useless data .... And would render our research results ads useless. Therefore ensuring we have a high standard of data input and usage is essential if this tool is to be of any use for research purposes. Everyone who wishes to use the ACTO CORE-Net will need to follow a short training and finish with an assessment which ensures you've understood how to use CORE-Net and are using it correctly. ACTO will be employing someone to monitor the data quality.

## About this course

In 2018 ACTO and CORE carried out a successful pilot considering the benefits and limitations of using CORE-Net as a tool to evidence online therapy. Subsequently we wrote up a report which recommended that ACTO would purchase CORE-Net as a membership benefit for all professional members. This recommendation was voted on unanimously by the ACTO Board of Directors and CORE-Net has now been purchased for use by ACTO members as a membership benefit.

ACTO specifically chose CORE-Net as it has itemised tracking features and because it is pan-diagnostic so therapists can evaluate a range of clients' symptoms as well as providing accurate and useful safeguarding and risk analysis scores demonstrating significant clinical benefit. Importantly, CORE-Net provided us with a digitalised outcome measure which lends itself to online practice. Gone are the filing cabinets full of CORE scores! This means that researchers, using the CORE-Net data can begin researching different aspects of working online therapeutically. ACTO equally recognised the need for high quality data, if the data generated is to be of any use to either therapists or researchers. It is for this reason that every ACTO member wanting to use CORE-Net is required to undertake this training, even if you have used different CORE materials in your face to face or online work.

The training sessions will start to be rolled out in April and we will run as many classes as necessary to train you (please see **page 4** for more details of the course dates). We envisage approximate 5 hours teaching and 5 hours personal study will be required to achieve adequate competence. The cost for this course will be £165.00. You will only be given access to use CORE-Net once you've reached a competence level to keep the data high quality.

## When will the course start and how long is it?

- @ **Maximum 10 students**
- @ **5 hours teaching**
- @ **4.5 hours guided learning**
- @ **0.5 hours assessment**
- Total 10 hours, 1 credit**

We envisage student taking 7 – 10 weeks to complete the course, in the latter parts allowing students to work at a self-paced rate and ending with a 30-minute assessment.

This will provide the student with 1 credit within The Academy system which is credit based.

There will be a maximum of 10 participants in a class together with two tutors drawn from a pool of tutors who have already completed this training. The training will be delivered via zoom and using the CORE-Net software.

## Who can do this course and level of knowledge required

The course is restricted to ACTO Professional Members who will be expected to have experience in audio, video, live chat and email therapy. The course will be taught in English and is open to professionals from all countries. You will be required to be able to study and communicate well in English for acceptance to the course. If English is not your first language and you have concerns that you may struggle to keep up please contact the Admission Officer at [admissions@acadtherapy.online](mailto:admissions@acadtherapy.online).

## The Course Aim

This course aims to equip ACTO professional members with the skills to use CORE-Net effectively.

## The Course Competencies

By the end of the training the student / ACTO therapist will be competent in the use of CORE with specific competencies in the following areas:

- @ Practitioners trained to set up client pages and ensure client confidentiality. How to build in use of CORE-Net into client agreements/contracts
- @ Practitioners trained in CORE forms and the various measures meaning, including how CORE scores are measured.
- @ How to complete a Therapy Assessment Form (TAF). How to use CORE-Net in assessment.
- @ How to send out CORE forms remotely
- @ How to complete End Of Therapy Forms (EOT)
- @ Steps to high Data Quality, and why this is important
- @ How to use CORE data in the sessions.
- @ What is Tracking Responses to Items in Measures (TRIM) and how can we use it in the sessions
- @ Use of screen share in online therapy to discuss CORE-Net and TRIM sessional
- @ How to read the charts and what we mean by clinical and reliable change.
- @ How to read risk and what to do regarding safeguarding
- @ Getting the most from CORE-Net; features such as GAD7, PHQ9, Goals, ARM measures....



## Meet the Course Director

I am an online therapist having completed my Diploma in Online Therapy and Counselling at The Academy for Online Counselling and Psychotherapy in 2018. I completed my MSc in Psychodynamic Psychotherapy and Counselling with specialism in working with children and adolescents at Birkbeck College, London in 2011. I work with a range of age groups from adults to children and young people.

I am trained in ProReal Virtual Reality Therapy and I have a future project in mind to try to deliver ProReal in schools, maybe starting with a pilot school.

Before becoming a therapist, I worked as a university lecturer specialising in Economics with an interest in European economics, especially of the emerging markets in Eastern Europe at UCL and City University London. I have a doctorate in economics and my specialist area was the statistical measurement of economic systems in transition. I thought my passion for statistical measurement had waned until I started the Diploma course where it reignited, and I now envisage a research area evaluating the outcomes of online therapy in comparison to F2F but also maybe different modalities and different means of delivery (ie video, live chat etc)

I also volunteered as a counsellor at ChildLine. I found I really enjoyed working with young people, so after working as a lecturer for over ten years, I took the leap and trained in psychotherapy and counselling. Having worked in higher education equipped me for working in the pastoral care side of schools, so I became a school counsellor after passing my Master's degree. I am also a member of the BACP and work to their ethical framework and I am currently a Professional member and Director of ACTO.

Most recently I led the ACTO-CORE pilot on behalf of ACTO and took part as one of the six therapists involved.



**Rachael Klug**  
Tutor, Academy for Online  
Counselling and  
Psychotherapy

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## Complaints and External Examiner

Although our External Examiner will not be directly involved in this course we see a role for the External Examiner as an independent person to whom any student may turn if they feel they are not satisfied for any reason. Should this external route not be considered sufficient by the complainant we would recommend that the ACTO Board of Directors would have any final say.

The Academy has a complaints procedure which is published on its website on the Resources Page:  
<https://www.acadtherapy.online/resources>.



## Course Commitment:

We recognise that your time is precious. However, participants will be required to attend all teaching sessions unless by prior arrangement. You will need to have completed your assessment within **two** months of the start date of your course attendance.

## Equipment required for the Course:

- @ You will need access to a computer, PC, or Mac. (If you do use a mac then you will need to be able to save documents in Word format, which is the course standard format). You will need a minimum internet download speed of 3.5 mbps and minimum upload speed of 1.5 mbps.
- @ If you are working off a hotspot you will need 4G and at least 3 bars for signal strength.
- @ **iPads and tablets are not suitable** for this course as you will not be able to benefit from the richness of the platform we use or the multiple programs we may use at any one time.

## Student and Tutor Numbers

- @ There will be a maximum of 10 students. Once the course is full future students will be put on a waiting list pending the dates of the next course.
- @ There will usually be two tutors present for the taught sessions. There may be visiting lecturers and the External Examiner may join us for a session.

## Contact details and enquiries

Please contact [admissions@acadtherapy.online](mailto:admissions@acadtherapy.online) or telephone +44 (0)7880 501116 or +44 (0) 1273 276 890. Our postal address is **The Academy for Online Counselling & Psychotherapy**, 83 Downsway, Southwick, West Sussex BN42 4WE, UK.

## To book

Please see our Registration Form which is either enclosed separately here or which can be downloaded from the short courses section of our website: <https://www.acadtherapy.online/courses>. Please look for reference **CORE-001**.

## Time Zones

All our courses run on UK time. For those not UK-based, please note that each year our clocks go forward an hour in March for British Summer Time (GMT + 1 hour) and then back an hour in October (GMT). The dates of these changes in **2019** are:

**31 March 2019**

**27 October 2019**

Please consult <https://www.timeanddate.com/time/zones/bst> for more details of time zones.



## Student Benefits

The logo for Oxygen Insurance, featuring the word 'oxygen' in a blue, lowercase, sans-serif font.	<p><b>Academy</b> students will have access to special offers on Oxygen Professional Indemnity Insurance. If you want to insure for working online you can speak to Steve Johnson <a href="mailto:steve.johnson@oxygeninsurance.com">steve.johnson@oxygeninsurance.com</a></p>
A purple '@' symbol above the words 'ONLINE LIBRARY' in a bold, black, uppercase, sans-serif font.	<p>All CORE-Net students will have lifelong access to our online library. In addition, we have our own online Teaching Area and classrooms. The material that is loaded up in your classroom during the course will remain available to students for one year after the course ends, providing students with the facility to revisit and consolidate their learning.</p>

## About The Academy

ACADEMY FOR ONLINE COUNSELLING & PSYCHOTHERAPY is a trading name of Philippa Weitz Training Ltd; Registered in England; Company No. 3477157; Registered Office: 85 Church Road, Hove BN3 2BB. Any ACADEMY FOR ONLINE COUNSELLING & PSYCHOTHERAPY contract, and the work to which it relates, are subject to the jurisdiction of the laws of England & Wales. Data Protection Registration Number: ZA041446. We take your privacy very seriously: Anne Frost oversees GDPR for our Academy, [admissions@acadtherapy.online](mailto:admissions@acadtherapy.online).