

# qualification

## Certificate in Cognitive Behavioural Therapy Skills for OH Professionals

March – June 2011  
BIRMINGHAM

A five-day course designed to train OH professionals, including workplace counsellors, in the effective delivery of cognitive behavioural therapy (CBT) skills and techniques. This highly practical qualification will equip you with the skills and understanding to apply CBT to the workplace management of common mental health problems, in order to increase staff retention and promote return to work from long-term sickness absence in a cost-effective way

An important  
qualification from The  
At Work Partnership



With the support of  
Brunel University



CPD:  
Self-certification  
schemes: 25 hours

### Course Tutors:

**Alan Dovey** – consultant  
cognitive behavioural  
psychotherapist and honorary  
clinical lecturer, University of  
Birmingham

**Sharon Wilday** – consultant  
cognitive behavioural  
psychotherapist and honorary  
clinical lecturer, University  
of Birmingham

**Paul Anthony** – cognitive  
behavioural therapist and senior  
clinical lecturer, Staffordshire  
University

*"This is without doubt the best course I have been on since I qualified in OH 20 years ago. It has given me new skills that I can use on an almost daily basis.*

*It is cost-effective too: A senior manager returned to work 2 weeks after I used a CBT approach to his sickness absence; before attending the course I suspect he may have been off work for months. So in effect the course paid for itself before I've even finished it!"*

Quote from a delegate on the Birmingham course, 2008

**SPECIAL OFFER**  
**SAVE £100**  
for bookings made  
and paid  
by 31/12/10

# What are the benefits of Cognitive Behavioural Therapy (CBT)?

## Course details

CBT helps people to change how they think (*cognitive*) and what they do (*behaviour*). It is the most effective, evidence-based short-term intervention to rehabilitate people with common mental health problems, such as anxiety or depression, according to a major study by the British Occupational Health Research Foundation (BOHRF, 2005). CBT can be used to help people to remain at work when they develop a health condition, as well as promoting return to work from long-term sickness absence.

CBT has been proven most effective as an early intervention and relapse prevention treatment. It is an educational and structured treatment that can be delivered over a limited period of 6-8 sessions, making it highly cost-effective.

### How will gaining this qualification benefit you and your organisation?

There is a shortage of cognitive behavioural therapists, according to the BOHRF 2005 study. In response to this need, **The At Work Partnership**, with the support of **Brunel University**, has established this qualification to train occupational health professionals to provide CBT in their own workplaces.

CBT has a very wide application and can be used to treat conditions such as: anxiety; depression; panic attacks; phobias (including workplace phobias); chronic fatigue syndrome; and, chronic pain (such as back pain) where psychosocial factors present obstacles to recovery.

This Certificate will focus in particular on using CBT skills and techniques to retain and rehabilitate employees suffering from common mental health problems such as anxiety and depression. It will also look at chronic pain conditions where psychosocial factors present obstacles to recovery.

### Delegates at our recent courses said:

**“It has been the most valuable post-registration course I’ve ever done. The skills acquired are totally transferable to the workplace”**

Clare Duggan, Leeds Metropolitan University

**“Excellent in all aspects. One of the best courses I have attended. Has enriched my job”**

Dr Elizabeth Hodges, Anton Hodges and Baron

**“Excellent tutors and course material. Down to earth approach. Very useful in demonstrating how CBT and occupational health fit together”**

Jackie Smith, North West London Hospitals NHS Trust

#### This highly practical course will provide you with the skills and techniques to apply CBT to:

- support individuals who have, or are at risk of developing, long-term mental health conditions
- see measurable improvements in employee well-being as a *direct result* of your efforts

#### As a result, your organisation will be able to:

- reduce mental health related sickness absence in the workplace in a cost-effective and speedy way
- avoid lengthy waiting times for CBT referrals
- save money on consultancy fees

The programme is designed to deliver effective skills training through experiential learning and clinical/caseload supervision

### At the end of the course you will be able to:

- understand the principles underlying cognitive behaviour interventions
- apply these principles to your own area of work
- accurately assess clients using evidence-based techniques
- understand the role of the therapeutic relationship whilst delivering cognitive behaviour interventions
- collaborate with clients and other members of the interdisciplinary team to enhance treatment outcome
- implement cognitive behaviour interventions in your workplace on a one-to-one basis with the client, based on individualised formulations of clients' problems

### Course content:

- key features of the cognitive-behavioural therapy approach
- training in the biological processes of anxiety and depression
- key behavioural and cognitive models and interventions
- assessment, formulation and therapeutic skills
- clinical applications of cognitive and behavioural strategies
- research studies and literature underpinning CBT
- potential and limitations of applying the CBT approach in OH
- interdisciplinary team working

### Specifically, the course will focus on the following two areas:

#### Assessment and formulation

##### Assessment of the factors contributing to a client's problem and formulation of an effective treatment plan

- pragmatic, semi-structured interviewing techniques to identify accurately client problem areas and determine suitability for cognitive behavioural interventions
- assessing the relationship between thoughts, mood and behaviour in a cognitive behavioural framework
- indications and contraindications for cognitive behavioural interventions
- case formulation for common mental health problems
- client education in the cognitive behavioural framework and formulation of their problems, using direct discussion and written materials
- explanation of treatment

#### Cognitive behavioural interventions

- interpersonal skills required for an effective therapeutic relationship
- factors affecting engagement and motivation including clinical and organisational aspects
- choosing and tailoring the most effective cognitive behavioural intervention strategy for the individual client, through detailed assessment and collaboration
- evaluating the outcome of treatment
- strategies for interdisciplinary liaison

# Course dates, entry criteria, teaching methods and assessment

# About our expert tutors

## Course format and dates:

The course will take place over four months:

**Days 1 & 2:** Thursday 3 & Friday 4 March 2011

**Day 3:** Friday 1 April 2011

**Day 4:** Friday 13 May 2011

**Day 5:** Friday 10 June 2011

**Timings:** Each day runs from 10.00am – 4.15pm, with the exception of Day 2 which runs from 9.15 – 3.30pm. Course drinks receptions are held on the first and last day of the course from 4.15-5.00pm.

## Who is the course designed for?

### Occupational health professionals:

Occupational physicians and occupational health nurses holding a recognised qualification in occupational health automatically qualify to attend the course.

The course is also designed for OH professionals, who are clinically qualified (eg.RGN) but do not hold a recognised OH qualification. They will need to demonstrate appropriate levels of OH experience and CPD. A supplementary application will need to be completed\*.

### Counsellors:

The course is also designed for counsellors working in an occupational health setting, who can show that at least 50% of their work is in occupational health. Counsellors applying will need accreditation (or evidence of working towards this) with a recognised counselling organisation. A supplementary application will need to be completed\*.

\*Supplementary application forms can be downloaded from [www.atworkpartnership.co.uk](http://www.atworkpartnership.co.uk) or will be sent to you on receipt of your booking form.

## Teaching methods:

Teaching methods are designed to encourage an active approach to learning, and maximise learning outcomes. These include: key lectures delivered by trained and experienced practitioners, discussion, case studies for presentation, skills demonstration, rehearsal and practice, experiential activities, small group work, guidance and supervision, directed and independent study. No previous knowledge of CBT is assumed.

## Course work and assessment:

The structure of the course ensures that knowledge and skills are built up progressively, and work and reading are set between modules to consolidate learning.

To qualify for *The Certificate in Cognitive Behavioural Therapy Skills for OH Professionals*, students will need to undertake a **3,000 word assignment** detailing their experience of using a cognitive/behavioural approach in a case study with a client they have worked with throughout the period of training. Certain activities, such as group work must also be completed as part of the course in order to aid learning and development.

The Certificate will only be awarded to students on the satisfactory completion of the above.

This training programme has been developed by trained cognitive behavioural psychotherapists who have extensive experience of using CBT in an occupational health setting as well as lecturing in academic establishments:

### Alan Dovey MSc, RMN, DPSN, Dip Psych

Alan is a consultant cognitive behavioural psychotherapist and honorary clinical lecturer at the University of Birmingham. He is a consultant cognitive behavioural psychotherapist for West Midlands Fire Service, Landrover, Jaguar Vehicles and West Midlands Police Force. His area of specialised interest is occupational health and the development of effective systems of treating clients within organisations using an integrated approach.

He has been involved in research in CBT within occupational health and presented findings at the World CBT Congress in Japan in 2004 as well as other international events. His interest in occupational health service development has led him to work closely with occupational health and human resource professionals to ensure an integrated approach is maintained.

Alan has recently undertaken an evaluation of the *Certificate in Cognitive Behavioural Therapy Skills for OH Professionals* and presented the findings at the 2010 RCN/SOM Joint Conference.

He has a busy private practice and is registered with the United Kingdom Council for Psychotherapy (UKCP).

### Sharon Wilday MSc, SROT, Dip COT

Sharon is a consultant cognitive behavioural psychotherapist and honorary clinical lecturer at the University of Birmingham. She has a private CBT practice, working with clients with problems ranging from anxiety, stress, obsessive compulsive disorder, PTSD and depression to physical health issues known to have psychosocial components such as chronic pain. Sharon works with Health Care RM and on site at Jaguar Cars, Aston Martin and Landrover.

Sharon is an accredited member of the British Association for Behavioural and Cognitive Psychotherapies (BABCP) and has presented her work on occupational mental health and sickness absence, with Alan Dovey, at several international conferences including the World Cognitive Behavioural Therapy Congress in Japan in 2004, the 2nd Asian CBT Conference in Bangkok in 2008, and the 17th European Congress on Psychiatry in 2009.

### Paul Anthony MSc, RMN, Cert Ed, PgD CBT, Pg Cert RM

Paul is a cognitive behavioural therapist and senior lecturer in CBT at Staffordshire University. He also has a private practice working with Central England Mental Health Services and with Derby Psychological Therapy Service. He specialises in providing CBT in the context of occupational health.

Paul originally qualified as a registered mental nurse, and spent over 10 years in a variety of primary care settings where he gained experience of a range of mental health problems. In addition to teaching CBT, Paul is involved in clinical research and has contributed to several research projects in this area. He is affiliated to Birmingham University as external examiner to the Recover Mental Health Programme, and is accredited with the British Association for Behavioural and Cognitive Psychotherapies (BABCP).

## About The At Work Partnership

The At Work Partnership provides specialist professional development courses for OH professionals and runs high quality, good value conferences bringing together some of the top speakers in their fields. In addition, we conduct in-depth research studies, and publish the journal *Occupational Health [at Work]* which provides accurately written legal, practical and management occupational health information. We also produce a **free** monthly email newsletter highlighting key OH news. To get your free copy, email [info@atworkpartnership.co.uk](mailto:info@atworkpartnership.co.uk)

## About Brunel University Business School

Brunel University Business School advises The At Work Partnership on the content and structure of this course. It is creating new partnerships with occupational health to incorporate health risk management into research and teaching. In September 2008, Brunel University launched a new AMBA accredited **MBA in Healthcare Management**. This has two health modules in addition to six core modules on management. For more information, please call 01895 267 124, or e-mail [amir.sharif@brunel.ac.uk](mailto:amir.sharif@brunel.ac.uk)

# Booking Form

## Certificate in Cognitive Behavioural Therapy Skills for OH Professionals, Birmingham 2011

Please book places for \_\_\_\_\_ delegate(s):

**Early bird rate:** for bookings made and paid before 31.12.10 – **SAVE £100!**

- £1699 + VAT (£1996.33) per delegate  
 £1499 + VAT (£1761.33) per delegate  
– reduced rate for NHS delegates

**Main rate:** for bookings made or paid **after 31.12.10**

- £1799 + VAT (£2158.80) per delegate  
 £1599 + VAT (£1918.80) per delegate  
– reduced rate for NHS delegates

### Delegate details

Title	First name	Surname
e-mail address		
Position		
Organisation		
Address		
		Postcode
Tel		Fax

### Please detail your qualifications here \_\_\_\_\_

The course is designed for occupational physicians and occupational health nurses holding a recognised qualification in occupational health. Counsellors, and OH professionals who are clinically qualified (eg. RGN), but do not hold a recognised OH qualification, will be considered, but will need to complete a supplementary application form detailing their experience and qualifications. Please call us on 0845 017 6986 for more information.

#### New discounts for multiple bookings and self-funded delegates:

**Self-funded delegates** qualify for the reduced rate of £1399 + VAT. Payment can be made in instalments, and must be made by personal cheque or credit card.

**Multiple bookings** – train the whole team and benefit from generous discounts on the published rates. For example, organisations sending 3 or 4 delegates will qualify for a discount of 20% and those sending 5 or more delegates, will receive higher discounts! Please contact us for a quote. All delegates must be booked onto the same course.

**Cancellation and transfer policy:** For cancellations received in writing one month or more before the course commences, we will provide a refund, less a 10% cancellation fee. If the cancellation is received less than one month before the course start date, no refund will be made. At any time before the course commences, we will accept an alternative appropriately qualified delegate from your organisation. Transfers to a future CBT course can be arranged up to one month prior to the start date of the course booked, subject to a £75 administration fee and availability. It will not be possible to accommodate transfer requests received less than one month before the start date of the course.

I have read and agree to the cancellation terms:

Authorised signature \_\_\_\_\_  
(This booking is not valid unless signed)

### Administration

**Venue** The conference will be held in a training centre in central Birmingham. Details will be confirmed with your course administration details.

#### Attendance requirements

Delegates must attend a minimum of 80% of the course. If you anticipate that any one of the course dates may present a problem, please contact us – as missing more than one day (or the equivalent in hours through very late arrivals etc) will disqualify students from gaining the Certificate.

#### Booking procedure

Due to high levels of interest in this course, we recommend the following procedure for bookings:

1. Please call us on 0845 017 6986 to reserve a no-obligation provisional place.
  2. If places are available, we will hold a provisional place for you for a maximum of 30 days. In order to guarantee your place, please send us your booking form with payment within these 30 days.
  3. If an invoice is required, in order to guarantee your place, payment must be received by the invoiced due date (within 30 days).
- Your place on this course cannot be guaranteed until payment has been received.

#### Course administration details

Please contact us if you do not receive written confirmation of your booking within two weeks of making the reservation. Details of the venue, a map and any final information will be sent to paid delegates approximately four weeks before the course. If you have not received these two weeks before the event, please telephone 0845 017 6986, or e-mail: conferences@atworkpartnership.co.uk

#### Payment information

Course price: £1799 + VAT per delegate (or £1599 + VAT for delegates from the NHS). Bookings made and paid by 31.12.10 will be charged at the Early Bird Rate of £1699 + VAT per delegate (or £1499 + VAT for delegates from the NHS). Bookings made before 31.12.10 but not paid by this date, will be charged at the higher main rate.

#### Payment can be made:

- By cheque – payable to The At Work Partnership Ltd
- By BACS – please contact us for our bank details
- By credit card – Expiry date \_\_\_\_/\_\_\_\_ 3 digit security number \_\_\_\_\_  
Card No. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Please note: we are sorry but we do not accept AMEX

#### Special requirements

If you have any special needs, please let us know in advance and we will be delighted to try and help.

#### Hotel accommodation

Hotel accommodation can be arranged through Venuehunt.  
Tel: 01722 500675. Online: www.venuehunt.co.uk

In order to process this booking, your details will be held on our system. We would like to keep you informed of future relevant events and information from **The At Work Partnership** by post, 'phone, fax or e-mail. Please contact us if you do not want to be kept up to date with this information.

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This programme was correct at time of going to press. In unavoidable circumstances, we reserve the right to change or cancel this event.

1/11

## BOOK NOW and return your completed form to:

**Post:** The Registration Secretary, The At Work Partnership Ltd, 3 Woodfield Way, Bounds Green, London N11 2NP  
**Telephone:** 0845 017 6986 **e-mail:** conferences@atworkpartnership.co.uk **Fax:** 020 8275 8469

Visit our website at [www.atworkpartnership.co.uk](http://www.atworkpartnership.co.uk)