

# PartnershipProjects

## Guidelines for

### Evaluation of NVR Coursework & Certification

We would like to congratulate you on attending the 10 day PartnershipProjects NVR Certificate Course (*made up of 4 day Foundation Level and 6 day Advanced Level training*).

Should you now wish to go on and complete the required coursework (*see below as to what is entailed*), on completion you can submit this for evaluation.

You have 12 months from the last day (AL10) of the certificate course to submit your coursework. Once it has been evaluated as meeting our standard for certification and there are no major concerns about your practice, you will be awarded the:

***PartnershipProjects Advanced Certificate in NVR Practice.***

#### **What You Need to Know**

Please ensure you read the following requirements *before* submitting your NVR coursework.

- Coursework can be submitted, once you have completed the 10 day Certificate training course, i.e. Foundation Level (4 days) + Advanced Level (6 days) training.
- There is a fee to have your coursework evaluated. We cannot begin the evaluation of the coursework until payment has been received. **The current fee is £250 + VAT (£300 inc VAT)**
- To register for evaluation please visit our website at the following page; <http://www.partnershipprojectsuk.com/training-workshops/booking-evaluation-certification/> and complete the online form. For more details regarding registration see Appendix 2.
- When you are ready to submit your coursework, this must be sent as a WORD document only, by email, along with your completed coursework submission form (see Appendix 1) to: **coursework@partnershipprojectsuk.com**
- Unfortunately, we cannot accept hard copies of your submission documents.
- **Please put your name on the top left corner of EACH submission**– to make clear who it belongs to and avoid your work getting mixed up with that of another participant.

- Please do not send any parts of your work separately, as they may get lost. You will be informed via email when your coursework has been received and the date it has been sent for evaluation.
- Once your coursework has been evaluated as *successful*, you will electronically receive your **PartnershipProjects Advanced Certificate in NVR Practice** together with feedback from your assessor.
- In the event that there should be minor concerns about any part of your coursework or practice, your assessor will contact you and attempt to resolve the issue with you in the first instance. NB: This may involve correcting and resubmitting a part of your coursework.
- In the event that there should be serious concerns about any part of your coursework, your assessor will notify the Director or Associate Director of PartnershipProjects, in order to identify a way of resolving the issue or issues that have arisen. This may entail a series of conversations between yourself, your line manager, professional lead or clinical supervisor, the assessor of your coursework, and the Director or Associate Director of PartnershipProjects. Such conversations will aim to develop and oversee a plan of action for ameliorating any concern that has arisen. The concern or concerns should be redressed, or there should be a reasonable expectation they will be redressed, within an agreed period upon the initial evaluation of coursework. NB: This additional work may incur further costs of £100 + VAT in order to evaluate the resubmitted coursework.
- PartnershipProjects UK Ltd reserves the right to withhold certification in instances in which a serious concern or concerns could not be redressed, or no reasonable assumption can be made they will be redressed within a one year time period following the initial evaluation of the coursework. The reasons why a serious concern/serious concerns could not be redressed, or why there is no reasonable expectation they will be redressed, must be laid out in writing by PartnershipProjects UK Ltd.
- Refusal of certification by PartnershipProjects is notwithstanding the participants' right to receive a certificate of participation.
- If you have any queries about your coursework, registration, evaluation procedure, or certification, please contact [coursework@partnershipprojectsuk.com](mailto:coursework@partnershipprojectsuk.com) in the first instance.

### **Extensions – Update 1.1.2020**

Please note that any requests for an extension to the deadline of 12 months from the last day of the Advanced Training course, must be made in writing to [coursework@partnershipprojectsuk.com](mailto:coursework@partnershipprojectsuk.com) no less than 2 months before the deadline expires, giving full details as to why the extension is required.

Any extension granted is at the discretion of PartnershipProjects and may incur an additional fee.

## Course-Work Requirements

Completion of the *PartnershipProjects Advanced Certificate in NVR Practice* will require the submission of two case studies including abstracts, and a reflective practice log.

***ABSTRACT: please ensure that you clearly mark this as 'Abstract' and that it is kept separate from the rest of the case study text. It should be 200 words (+/- 10%) and is not included in the main body of the text.***

***Descriptive abstracts.*** A descriptive abstract indicates the type of information found in the work. It makes no judgments about the work, nor does it provide results or conclusions. It does incorporate keywords found in the text and may include the purpose, methods, and scope of the work.

### Case studies

We require you to submit two 2000 - word case studies (+/- 10%).

1. A brief, approx. 200 - word abstract at the beginning of the study. *NB: please see note above regarding what is required in an abstract and how it should be laid out.*
2. Description of the background to the case: family members involved, parent background, relevant history such as trauma in the family, disabilities or mental health problems.
3. Actual problem behaviour of the child and/or other family members.
4. Family dynamics around the problem (description using NVR terminology)
5. Personal and interpersonal resources in the family.
6. Therapeutic aims.
7. Therapeutic process: development of the support network, NVR interventions, any impasses in the therapeutic process and how they were overcome.
8. Therapeutic gains.
9. Practitioner's reflections and conclusions.

Case studies should be structured under the following headings:-

- Background to the case
- Problem behaviours of the child and other family members
- Family dynamics around the problem
- Personal and Interpersonal resources in the family
- Therapeutic Aims
- Therapeutic Process: developing networks of support/NVR interventions/overcoming setbacks/impasses in the work
- Therapeutic gains
- Practitioners reflections and conclusions

## **Reflective practice log**

The reflective log is like a personal diary of your NVR practice. You should begin with the log at the very outset of your practice in NVR, which will generally be from your Foundation Level training onward. It is suggested that you make an entry at least once per week over a one year period. The expected time commitment to the reflective log is 50 hours. It should be between 2500 and 7500 words in length. There is no word limit

The purpose of the reflective log is to give you the opportunity to create a record of your experience, thinking, and personal and professional process of change relating to your practice of NVR. Please make entries on the training modules and practice days you take part in, your actual client sessions, your reading relating to NVR, any peer supervision meetings, and any other experiences you consider noteworthy.

Please find below a few guiding questions. They are intended to provide a supportive structure to your reflections; feel free to change or adapt them as needed and suits your own style of learning.

- What was the experience relating to NVR (i.e. client session, training, supervision, peer supervision, reading, other)? Please describe what happened, including your own action, in as neutral a manner as possible, i.e. without interpretation, judgement or critique.
- What surprised you, what was new and different?
- If this experience involved interaction between people, what patterns of interaction are you able to identify?
- What did you learn from this experience about your own emotional responsiveness?
- What did you learn from this experience about your own body responses?
- What did you learn from this experience about your thinking and underlying beliefs?
- What did you learn about your own strengths, personal and interpersonal resources in the practice of NVR?
- In what way(s) would you like this experience to help you modify your responses in the future?
- What influence is this experience likely to have on your thinking about violence and aggression, nonviolence, and therapeutic processes?
- How is this experience likely to change your theoretical/psychological views on resistance, nonviolence, and therapy?

***NB: IMPORTANT*** – *If work is submitted that does not meet the guidelines as laid out above a further cost for resubmission could be incurred.*

## PartnershipProjects Coursework Submission Form

Full name: \_\_\_\_\_ Date of submission: \_\_\_\_\_

Email address: \_\_\_\_\_

Who did you train with, and where?

*e.g.: Leeds Council –at Leeds Town Hall / PartnershipProjects National Training in London with named trainer.*

Foundation Level Days 1-4:

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Advanced Level Days 5-10:

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Please fill in the training dates below, and then circle 'yes' or 'no' to indicate if you have attended them:

- |               |          |
|---------------|----------|
| 1. FL1: ..... | Yes / No |
| 2. FL2.....   | Yes / No |
| 3. FL3.....   | Yes / No |
| 4. FL4.....   | Yes / No |
| 5. AL5.....   | Yes / No |
| 6. AL6.....   | Yes / No |
| 7. AL7.....   | Yes / No |
| 8. AL8.....   | Yes / No |
| 9. AL9.....   | Yes / No |
| 10. AL10..... | Yes / No |

If you have missed any days but attended them elsewhere, please outline where and when it was:

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1. Have you included a 50 hour/ 2500-word minimum reflective log? Yes / No

Word count = \_\_\_\_\_

2. Have you included two 2000 - word case studies including abstracts? Yes / No

Word counts (+/- 10%) Case study 1 (excluding abstract) =

Abstract only =

Case study 2 (excluding abstract) =

Abstract only =

3. Please write in the title of each case study:

A \_\_\_\_\_

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B \_\_\_\_\_

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**IMPORTANT**

NB: If your work does not meet the requirements in the guidelines and additional work is required in order to obtain the full certification further charges may be incurred.

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I the undersigned have read and understood the submission guidelines and criteria required for my coursework submission.

Signed \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

*Appendix 2:***Registration for Evaluation & Certification**

**Now you are ready to register for your coursework to be evaluated and if successful receive PartnershipProjects certification. Please follow the steps below:**

1. Go to our online registration page here:  
<https://www.partnershipprojectsuk.com/training-workshops/booking-evaluation-certification/>
2. Fill in the form and send in your registration application.
3. Once your registration is received you will receive an invoice with details on how to pay, usually within a few days.
4. Once payment has been received, we will contact you again to let you know that we are now ready to receive your coursework. This must be sent electronically. We cannot accept hard copies.
5. Please submit completed form along with coursework to:  
[coursework@partnershipprojectsuk.com](mailto:coursework@partnershipprojectsuk.com)

*Please note: Evaluation should take approx. 4 to 6 weeks to complete; however, at times this can be longer. If you wish to check on the status of your evaluation or have any queries regarding it, please contact [coursework@partnershipprojectsuk.com](mailto:coursework@partnershipprojectsuk.com)*