Master of Professional Psychology
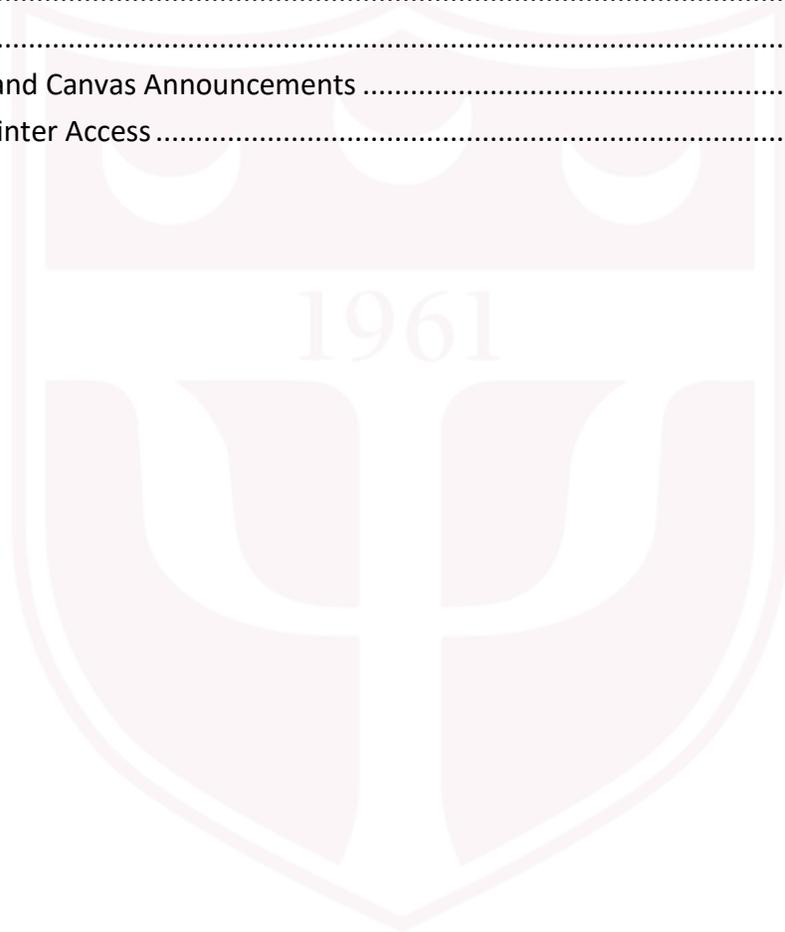
Course Information Handbook 2024

PY093

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Welcome to The Cairnmillar Institute

Congratulations on your success in obtaining a place in the Master of Professional Psychology degree. This course information handbook addresses many aspects and requirements of the course. It should be read in conjunction with the following:

- Placement Information Handbook
- Unit Outlines
- Policies and Procedures

These resources provide all the information you need to successfully navigate your way through the different components of the course. If you find anything missing from these handbooks, please let us know.

The Cairnmillar Institute and staff wish you an enjoyable and rewarding professional experience.

Professor Linda Byrne
Dean, Faculty of Psychology, Counselling and Psychotherapy

Kelly Watt-McMahon
Course Coordinator, Master of Professional Psychology

The Cairnmillar Institute

The vision of the Cairnmillar Institute is to be globally recognised as a centre for psychological treatment, higher education, community education and research in the fields of Psychology, Counselling and Psychotherapy. The Institute is an Australian Health Promotion Charity and non-profit body.

Our aim is to offer relevant programs and services tailored to our professional and client community needs. The service growth and regional reach of Cairnmillar is underpinned by our values of respect, integrity and professionalism and a focus on quality and standards. Connection with business partners and community, and a focus on quality is critical to our business development and will directly enhance our client and student experience. We also aim to strengthen our contribution to the body of research that informs community in practice, and education.

Master of Professional Psychology

The Master of Professional Psychology prepares selected psychology graduates who have successfully completed an Australian Psychology Accreditation Council (APAC) accredited fourth year course in psychology, to gain the knowledge and skills to meet the core capabilities and attributes required to practice as a psychologist. The eight competencies comprise the capability to research, analyse, articulate, synthesise, and practice psychology as a systematic body of knowledge. Students learn a range of evidence based psychological assessments, therapies and interventions, and gain professional experience through supervised practice.

The aim of the course is to provide a general education in the professional practice of psychology as the 5th year of the 5+1 pathway to registration as a psychologist, such that the graduate provisional psychologist is eligible to register with the Australian Health Practitioners Regulation Agency (AHPRA) as a 6th year Intern.

This course is offered **in-person** or **online**. In addition to industry placement opportunities, Cairnmillar Institute has online simulated case work modules which may be used to complete the 300 hour practicum component. If students have an industry placement, they are expected to attend in-person regardless of whether they are enrolled in the in-person or online stream.

Entry Requirements

Applicants must have successfully completed an APAC accredited fourth year course in psychology, and be eligible to hold provisional registration as a psychologist with the Psychology Board of Australia (PsyBA). Upon commencing the course, students must apply with PsyBA for provisional registration as a psychologist, and provide copies of a current Police Check and Working with Children Check. International students must have an IELTS score of 7.00 with a minimum in each band of 7.

Study Requirements

IN-PERSON STREAM:

Students are required to engage in online resources including a pre-recorded lecture prior to attendance at an on campus weekly tutorial. The majority of practicum activities occur on campus. Placements may form a mix of in-person industry placement and / or online simulated practicums.

ONLINE STREAM:

Students are required to engage in online resources including a pre-recorded lecture prior to attendance at an online weekly tutorial. Practicum activities occur online. Placements may form a mix of in-person industry placement and / or online simulated practicums.

Duration of the Course

This course is designed to be completed in one year full-time. In exceptional circumstances, it is possible to complete the course part-time. For further information about the part-time course structure and your eligibility, please contact the Course Coordinator.

Graduate Learning Outcomes

Students who satisfactorily complete this course will have achieved advanced knowledge and skills in the following areas of study:

1. Knowledge of the discipline

- Apply core professional psychology principles across a range of settings
- Assess and diagnose a variety of client presentations with reference ot the current DSM
- Interpret current literature and research regarding psychological issues and disorders, to formulate appropriate assessments and interventions

2. Ethical, legal & professional matters

- Apply knowledge of the Australian Psychological Society's Code of Ethics as well as relevant legislation that informs current professional practice
- Apply ethical principles in simulation and in professional practice

3. Psychological assessment & measurement

- Develop knowledge of a broad range of assessment measures and understand the theoretical frameworks and psychometric properties that support their empirical validation, and knowledge of appropriateness to assessing particular presentations and disorders
- Administer, score, interpret and write up specific assessment batteries

4. Intervention strategies

- Apply understanding of a select range of empirically validated interventions suitable for use with adults and children
- Show ethical application of treatments in simulation and placement practicum, including their evaluation

5. Research and evaluation

- Apply knowledge of relevant statistical methods in relation to evidence-based practice
- Conduct a critical appraisal of a clinically relevant topic

6. Communication and interpersonal relationships

- Utilise effective and efficient written and oral communication skills
- Relate appropriately to clients and professionals across academic and clinical settings

7. Working within a cross cultural context

- Develop an understanding of culturally sensitive psychological practice, and demonstrate competency in working with clients from diverse backgrounds where placement settings allow

8. Practice across the lifespan

- Develop knowledge of age appropriate psychological assessments and interventions, and where possible apply this in the placement setting

9. Reflective practice

- Apply reflective self-practice and the ability to implement constructive feedback in order to improve clinical practice.

Career Opportunities

Graduates of the Master of Professional Psychology course are eligible to be employed as a provisional psychologist, and in a range of other fields such as community services or counselling. After completing a 6th year Internship as a provisional psychologist, the graduate qualifies to register as a Psychologist with AHPRA.

More information about career pathways can be found on myCMI.

Professional Recognition

The Master of Professional Psychology is an APAC accredited fifth year degree that has been designed specifically to meet APAC and Psychology Board of Australia (PsyBA) guidelines for such courses. Graduates are eligible to register as a provisional psychologist 6th year Intern with AHPRA, to complete the requirements of the 5+1 pathway to general registration as a psychologist

More information about professional registration can be found on myCMI: Professional Registration FAQs on myCMI.

Course Pathways

Cairnmillar Institute offers a supported 6th year Internship (the second year of the 5+1 pathway), which is the Master of Professional Psychology Practice. Students who obtain an average of 70% in MPP and are considered by their placement supervisor to be ready for the Internship can progress into this course.

Course Structure & Credit Points

This course has been designed to be completed one year full time. Part time completion can be negotiated with the course coordinator, under extraordinary circumstances. The full time course structure is as follows:

Semester	Unit Code	Unit Title	Credit Points
1	MPP501	Professional Practice Issues	12.5
1	MPP502	Foundations in Psychological Assessment & Psychopathology	12.5
1	MPP560	Practicum & Supervised Placement 1	25
2	MPP503	Advanced Skills in Psychological Assessment & Psychopathology	12.5
2	MPP504	Psychological Treatment Models	12.5
2	MPP550	Applied Research for the Practising Psychologist	12.5
2	MPP562	Practicum & Supervised Placement 2	12.5

Course Details: 100 credit points
Coursework: 50 credit points or 50% of the course
Research: 12.5 credit points or 12.5% of the course
Practicum & Placement: 37.5 credit points or 37.5% of the course
Prerequisite Unit/s:
       MPP501 and 502 must be completed along side or prior to MPP560
       MPP502 is a prerequisite to MPP503
       MPP560 is a prerequisite to MPP504
       MPP560 and MPP562 are progressive units
(see 'Progressive Units' on my.CMI for an explanation of progressive units)

Coursework Units

Each of the units of study are detailed below. Please note students must pass all units before being eligible to graduate.

- **MPP501 (Professional Practice Issues**

This unit explicates the frameworks, guidelines, and competencies that a provisional or general psychologist needs to be versed in to practice in a professional, ethical and legal manner. Challenges associated with privacy and confidentiality, duty of care, protection of the public and other complex and sensitive professional practice issues are all canvassed. In that context, the unit requires the student to undertake a critical examination of case studies of professional situations and ethical dilemmas in contemporary psychological practice. The unit's primary theme is that legal, ethical and practice issues are inextricably linked. The sound practitioner has an ongoing awareness of these dynamic concerns and a current knowledge of the legislation, guidelines and practice standards that inform decision making about them.

- **MPP502 Foundations in Psychological Assessment and Psychopathology**

As a foundational unit, MPP502 familiarises students with standardised and non-standardised assessments, expands knowledge of assessment and diagnosis in high prevalence mental health disorders, and develops skills in assessment selection. The initial weeks of the unit, students develop skills in the administration and scoring of the WISC-V, and learn how to interpret tests and write a psychoeducational report. During remaining weeks, students build their knowledge of commonly occurring mental health disorders such as Neurodevelopmental Disorders, Anxiety Disorders, and Depressive Disorders. Discussions of disorders centre on assessment, diagnosis, and an introduction to common interventions, including psychopharmacology. Cultural and lifespan considerations are embedded across all aspects of the unit, with students asked to consider these in relation to assessment, diagnosis, and intervention.

- **MPP503 Advanced Skills Psychological Assessment and Psychopathology**

This unit builds on the knowledge gained in MPP502, with a focus on more complex areas of psychological assessment related to psychopathology through the lifespan. The unit provides students with a knowledge of assessment tools and approaches important both in diagnosis and measuring the impact of illness on functionality and quality of life. Students will be introduced to a range of disorders with a primary focus on assessment tools and diagnostic

considerations related to the specific disorders. Reference to psychopharmacology and specific interventions for disorders are made with links to empirically based therapies covered in MPP504. MPP503 also provides students with skills and experience to communicate their findings to clients ad other health professionals. Throughout, mental disorders are understood within a biopsychosocial framework, with consideration to the individual beyond the illness, and as an active partner in the therapeutic process.

- **MPP504 Psychological Treatment Models**

This unit aims to deepen students' knowledge and understanding of psychological treatment models and related practices. More advanced applications of Cognitive Behavioural Therapy (CBT) will build upon those covered in MPP560, including CBT for anger, behavioural interventions, skills training, case formulation, and treatment planning.   Students will also be given a grounding in Acceptance & Commitment Therapy (ACT), including theory and application in treatment and case formulation.   The unit also covers an introduction to trauma-informed practice, and content on treatment evaluation and evolving case formulation. Assessments are predominantly applied in nature, based upon professional practices in the work with clients.

- **MPP550 Applied Research for the Practicing Psychologist**

Research is at the centre of psychology, both from an academic standpoint and from a clinician standpoint. From systematically identifying the need for a new intervention, to the methods used to align intervention development with relevant theories and models, to the formal evaluation of both the effectiveness of the intervention, and the ability for clinicians to accurately implement or conduct the intervention. This unit looks at each of these aspects of the intervention development cycle, focusing on the methodologies and statistics used at each stage, how they are reported, and importantly, how you (as a consumer of research) can interpret these findings in a meaningful way to inform your own practice. The major assessment for this unit is a critically appraised topic using a systematic-like review approach.

MPP560 Semester 1 Supervised Practicum & Placement &
MPP562 Semester 2 Supervised Practicum & Placement

These units are progressive or linked units. They comprise the 300 hour practicum component which runs across Semesters 1 and 2, and may include a combination of an industry based placement of two days a week over approximately five to six months, simulated learning via practicum modules. All students complete 40 hours of individual and group supervision, and experiential workshops. Pre-placement workshops commence early in Semester 1, prior to placement, to provide foundational learning in core competencies, such as understanding the

role of a provisional psychologist, the use of supervision, working with children and families, counselling micro-skills, clinical interviewing, case note and assessment writing, risk assessment, and foundational learning in cognitive behavioural therapy. Students are required to satisfactorily complete application-based assessment tasks in order to be approved to commence placement in the second half of Semester 1 (MPP560). In Semester 2 (MPP562), introductory workshops are also offered in a range of treatment models, to provide a foundational understanding and resources for further learning. Hurdle assessments include two video recordings and a case report.

For those students who choose to attend an industry placement, a list of suitable placement agencies are provided early in the year, from which to choose and apply. Support is provided in applying for placements, and students are usually required to interview for the agency. Placements commence with a two week structured observational phase, prior to the provisional psychologist being approved to see clients.

For more information regarding placements, please refer to the [Placement Information Handbook](#).

Students should also refer to the relevant **Unit Outlines** located on [Canvas](#)

Enrolment Conditions

See also: [Enrolment Conditions](#) on myCMI for a copy of the current enrolment conditions. You must agree to the conditions of enrolment every time you enrol in a unit of study.

Attendance

It is an expectation that students will attend all classes*. If you anticipate being absent, please advise your Unit Coordinator via email. Planned absences of several weeks should also be discussed with your Unit Coordinator.

Note: In accordance with national and state recommendations for social distancing due to COVID-19, we consider classes* to include to include synchronous online activities such as tutorials and lectures held in online platforms such as Zoom or Microsoft Teams.

Online Etiquette

Students are expected to comply with the Cairnmillar Institute's policies and regulations concerning etiquette during online classes, webinars, and in their electronic communications including the TLP008 Student Social Media policy and FSP002 Discrimination Bullying Harassment Policy. All Policies and Procedures can be found here.

Submission of Written Work

All written assessment tasks, unless otherwise instructed by a unit coordinator, must be prepared in Microsoft Word and submitted via Canvas. Please refer to the Unit Outlines on within the unit modules on Canvas and the Assessment Style Guides and Formatting guide on myCMI for more information on written assignment requirements.

Referencing & Style Guidelines

The referencing and format for all assignments must be in APA 7 style. Please see APA Style Referencing. Case reports/studies require client anonymity and confidentiality.

See also Assessment Style Guides and Formatting on myCMI.

Assessment Grades & Records

Final results for each unit will be calculated, then published on the Paradigm Enrolment Portal by the relevant results publication date. The marks for your final assessment will be withheld until after the release of your final marks.

See myCMI for information on results publication.

Extensions

An extension may be granted for assignments where there is evidence of unexpected disruptions in the student's available work time. Extensions must be applied for and approved in accordance with the Assessment Policy and Procedures and any other published procedures found on the School website.

Applications must be made via the appropriate form before the due date and submitted to the Unit Coordinator. An extension is valid only after it has been approved by the Unit Coordinator.

See myCMI for more information on how to apply for an assignment extension.

Special Consideration

Special consideration may be granted in situations where an extension is not possible, such as an exam or in-class work that has been missed. You should first discuss your situation with your Course Coordinator before applying. Please see the Assessment Policy and Procedures found on the School website for more information. Please see myCMI for how to apply for special consideration.

Word Limit

Students must adhere to the word limits provided in Unit Outlines and Assessment Guides. Please refer to your Unit Outlines on Canvas for information regarding word limits for each assessment task.

Late Submissions

The penalty for late submissions is 5% per day of the total assessment mark (including weekends and non-business days), for a maximum of seven (7) days (i.e., maximum late penalty deduction possible is 35%).

Work handed in more than one week late will not normally be marked and a fail result will be recorded. No assignment will be accepted once the results for that assignment have been published.

Tasks that are required to be completed and/or submitted in-class, such as class presentations must be submitted on the date of the class presentation unless a student has been granted special consideration. The penalty for late submission or non-submission of in-class tasks is usually 100% of the mark.

See also: Late Assessment Submissions on myCMI.

Samples of Work

Samples of student work may be taken for purposes of course accreditation and benchmarking. In all cases anonymity will be preserved. If you object to your work being copied for this purpose you must advise the Unit Coordinator when submitting assignments.

Recognition of Prior Learning

Recognition of Prior Learning (RPL) is a process where a student may be granted credit or partial credit towards a qualification in recognition of previous study, skills or experience. RPL can only be granted for units prior to the commencement of your course

See myCMI for more information on how to apply for RPL or credit transfer.

Marking Scales & Grade Definitions

You can view Cairnmillar's grade-mark schema on myCMI.

Academic Integrity

Breaches of academic integrity are serious academic offences. It is the responsibility of all students to access, read, and familiarise themselves with the Institute's Academic Integrity and Student Conduct Policy and Procedures. See myCMI for more information about Academic Integrity at Cairnmillar.

All students must complete an Academic Integrity Module and Quiz on Canvas prior to beginning classes at Cairnmillar. Assessment marks are withheld if students have not completed the Academic Integrity Module and Quiz on Canvas. Please see here on myCMI for more details.

Course Progress

The Academic Integrity and Progress Committee (AIPC) is a sub-committee of the Academic Board and is normally chaired by the Head of School.

The AIPC review incidents of possible plagiarism and other breaches of academic or research integrity, such as collusion or cheating in exams.

The AIPC also support students who have poor academic performance or are at risk of failing a course through an academic progress intervention and Student Progress Agreements.

Please see 'Academic Integrity and Progress Review Hearings' on myCMI for detailed information on Cairnmillar's academic integrity and progress procedure.

Policies & Procedures

It is the responsibility of all students to access, read, and familiarise themselves with the Institute's Policies and Procedures. These are published on our school website. Detailed supporting information, guides and forms can be found on the student website, myCMI.

Copyright

There are copyright laws that we need to be aware of and adhere to. Please see the Australian Copyright Council's website for full information on this topic.

Professional Standards

You must have a thorough knowledge of the Australian Psychological Society's Code of Ethics document. It is reviewed and updated regularly, and it is essential to remain abreast of any changes that are recommended.

A full copy of the current edition of the Code of Ethics can be obtained on the APS website.

Student Support, Counselling, & Wellbeing

Counselling & Support for Students

Please see ['Counselling for Students'](#) on myCMI

Academic & Writing Support for Students

Please see ['English and Academic Writing Support'](#) and ['APA Support and Study Skills'](#) on myCMI

Disability Support for Students
Please see ['Disability Support'](#) on myCMI

International Student Support
Please see the ['International Students Page'](#) on myCMI

Other Support Services
A searchable list of other support services can be found on myCMI. See: [Support for Students](#)

Tuition Fees and FEE-HELP

Information regarding the payment of fees can be obtained from myCMI and our public website. Tuition fees and conditions are published on our website, see [Tuition Fees](#). Please see [Fees and FEE-HELP FAQs](#) on myCMI for more information.

Termination of Enrolment

Cairnmillar reserves the right to terminate a person's enrolment in a course if the student:

- fails to meet the complete assessment task requirements or breaches the Institute's privacy and ethical conditions
- exceeds the maximum or negotiated time for completion of the course, or
- other conditions as specified in the [Enrolment Conditions](#).

See [myCMI](#) for details on Cairnmillar's [Academic Progress](#) procedure.

Graduation

To be eligible to have the relevant qualification awarded, a student must:

- comply with all the Institute Policies and Procedures;
- pay all relevant fees and charges;
- complete all requirements prescribed for the course of study at least at a PASS level;

- have all placement documentation up to date, signed off, and uploaded to the relevant placement tile on Canvas (only relevant for courses with placement requirements);
- submit the relevant intention to graduate form by the due date.

The appropriate awards are given on satisfactory completion of the course. These are presented at a special annual ceremony or given (posted) directly to students for a fee.

For more information see: Graduating From Your Degree on myCMI.

Library Services

The Library at the Cairnmillar Institute is a specialist library resource, aimed at supporting the work of the Institute, focusing on the curriculum, teaching, research, and clinical requirements of the students, academic staff, clinical staff, and researchers.

Appointments about Library and research skills can be made through the Library.

Please visit the Library page on myCMI for more information.

Office 365

All students have access to Office 365 while studying at Cairnmillar. Your Office365 account includes free access to Microsoft Word, Excel, PowerPoint, Outlook (student email), and much more.

Students also have access to 1TB of OneDrive storage. Find more information on Office 365 on myCMI.

Student Email and Canvas Announcements

Students are provided with a Cairnmillar student email and are required to check this account regularly while enrolled. See: Accessing your Cairnmillar Student Email on myCMI for full details.

Students should also regularly check or sign up for email reminders on Canvas Announcements and review the regular Student Newsletter.

Computer & Printer Access

Each student has their own personal OneDrive account which can be accessed across any computer.

Please see 'Computer Access at Cairnmillar' for more information.

Please see 'Printing/Copying at Cairnmillar' on myCMI for more information.