**BASIC SOCIAL INSTITUTIONS**

**FAMILY**

**Definitions**

Webster’s dictionary defines family as a group consisting of parents and children living together in a household.

Love to know

Defines family as a fundamental social group in society typically consisting of one or two parents and their children

**Types of family**

**Family structure**

1. Nuclear family: is the traditionally type of family structure (father, mother and their children).
2. Single parent: consisting one parent raising one more children on her or his own.
3. Extended family (includes father, mother, children, grandparents, aunts etc)
4. Children family
5. Grandparent family
6. Sibling family
7. Same sex family

**Functions of family**

1. Stable satisfactions of sexual needs
2. Procreation and rearing of children
3. Provision of home
4. Socialization
5. Economic functions e.g. ownership of property
6. Educational functions
7. Religious functions
8. Social functions e.g. protection, regulating marital activities and sex relations
9. Health related functions for physical, mental and social wellbeing.

**2. GOVERNMENT**

**Definitions**

1. The group of people with the authority to govern a country or state.
2. The relation between a governed and a governing world
3. The group of people who officially control a country
4. The political system by which a country or community is administered and regulated.

**Types of government**

1. Democratic: a government were the society makes decisions by voting
2. Republic: a government where people choose other people to make decisions for them
3. Communism: a government where people are equal
4. Autocracy: a government where one person makes all the rules
5. Oligarchy: a form of government run by a small member of people such as wealth landowners, and powerful military figures
6. Theocracy: a government in which priests rule in the name of God or a god
7. Monarchy: a government where supreme authority is vested in a single and usually hereditary figure such as king
8. Anarchy: a state of absence of law, a state of lawlessness and disorder due to a failure of a government
9. Technocracy: a government where scientists and technical experts are in control of the state and where rulers are selected on the basis of their knowledge skill rather than wealth or power.
10. Fascism: a system of ruling that advocates total control of people and seeks to promote the ancestral and cultural values and eradicate foreign influence.

**Functions of government**

1. Maintenance of authority over its subjects
2. Administration over protection and serving of the public
3. Providing economic security
4. Foreign diplomacy
5. Maintenance of domestic order
6. To secure the blessings of liberty
7. To establish justice
8. Provision for and regulation of periodic elections

**Political institutions**

**Definitions:**

* Politics: it’s the way that people living in groups make decisions
* Politics refer to the way that countries are governed trough rules and laws

**Types of political institutions**

There are three types of political institutions:

1. Democracies
2. Monarchies
3. Authoritarian

Totalitarians are more unstable politically because their leaders do not enjoy legitimate authority and instead rule through fear.

**Functions of political institutions**

Political institutions are organizations in government which create, enforce and apply laws. They often mediate conflicts, make (governmental) policies on the economic and social systems, and otherwise provide representation for the population.

1. Create laws
2. Enforce laws
3. Apply laws
4. Mediate conflict
5. Make government policy on the economy and social systems
6. Provide representation for their population

**Economic institutions**

**Definition:**

Economic institutions refers to specific agencies of foundations, both government and private, devoted to collecting or studying economic data, commissioned with job of supplying a good or service that is important to economy of a country.

**Types of economic institutions**

1. Competitive markets
2. The banking system
3. Kids allowance
4. Customary typing
5. System, of property rights

There are three types of economies

1. Free market
2. Command
3. Mixed

**Functions of economic institutions**

1. Social stratification
2. Power and authority
3. Interdependence of other institutions
4. Needs satisfaction
5. Employment
6. Division of Labour
7. Provision of funds

**Educational institutions**

**Definitions:**

1. Educations refers to the process of receiving or giving systematic instructions especially at a school, college or university
2. It’s the act or process of impacting or acquiring general knowledge, developing the powers of reasoning and judgement and generally of preparing oneself or others intellectual for mature life.

**Types of education**

An educational institution is a place where people of different ages gain an education including pre-schools, childcare, primary, elementary schools, secondary and universities.

1. Career
2. Community college
3. Junior college
4. Liberal arts college
5. Madrasah
6. Residential college
7. Technical college

**Functions of educational institutions**

1. Transmission of culture, social norms, values and beliefs to the next generation
2. Social selection
3. Career selection
4. Techniques of learning skills
5. Socialization
6. Rational thinking
7. Adjustment in society
8. Patriotism

Religion

Definition:

Religion is a set of beliefs concerning the course, nature and purpose of the universe, especially when considered as the creator of a super human agency or agencies, usually involving devotional and vital observance and often containing moral code governing the conduct of human affairs.

**Types of religions**

1. Hinduism
2. Buddhism
3. Islam
4. Confucianism
5. Christianity
6. Taoism
7. Judaism

**Functions of religion**

1. It provides an ultimate system of meaning by which human beings try to understand their lives.
2. It is important for coping with the ultimate misfortune of death. It helps man to make sense out of the world by offering a solution to the problem if evil
3. It acts as a strong foundation of morality
4. It provides man with a feeling of belonging to a community by promoting peace and harmony
5. It enhances the observation of established rules and goals by protecting man against moral corruption
6. It provides a means of overcoming guilt and alienation by offering a means of reconciliation which consists of two words, the natural and unnatural
7. It emphasizes that there are certain values which must be internalized by means of the society
8. It assists men to adjust to three fundamental characteristics of human existence, powerlessness, contingency and scarcity.

**Powerlessness:** it is rare for people to foresee what will happen tomorrow due to the realization of the fact that we are not in control of everything and the limit situation comes at death.

**Contingency:** all that humankind has cannot last forever

**Scarcity:** in common day experience, there is never always enough to circulate around among people.

**Negative functions of religion**

1. Religion could lead to the denial and overlooking of certain social practices or functions thus, obstructing accommodation of new cultures
2. Since religion is full of superstitions it could sometimes promote fanatism, intolerance, and superstition.
3. Religion could be a possible source of revolutionary movement or tendency in many communities
4. Religion creates differences among adherents which could arise from different doctrinal values.
5. Religion could make the poor complecentment so that they are not engaged in productive work. Thus, resulting into laziness among its members.
6. Religion may lead to cannibalism and human sacrifice.
7. Religion could also lead to mutilation and destruction of some parts of the body so as to act as a permanent mark or self-identification.
8. Religion allows everything to be practiced. For example in Christianity, there is the continued practice of forgiveness and receptiveness which result in repeated vices in lie.
9. Religion could make a faithful adherent to be passive in many aspects so that he/she could ask very few questions or none at all in challenging situations.
10. Religion leads to mental confusion among some adherents. For example in in the careless usage of baptismal names for self-identification and the concept of salvation.

**Illness and illness behavior**

**Definition:**

Illness: refers to a disease or period of sickness affecting the body or mind.

**Medical definition of illness:**

Illness is a broad term that defines the poor state of mind, body and to a certain extent, spirit. It is the general feeling of being sick or unwell (outside the person’s belief of good health.)

**Difference between illness and disease**

Illness is defined as the ill health the person identifies themselves with often based on self-reported mental or physical symptoms. Disease on the other hand, is defined as a condition that is diagnosed by a physician or other medical expert.

**Types of illness**

There are four main types of disease

1. Hepatitis B: serious liver infection caused by Hepatic B virus that is easily prevented by a vaccine. It’s most common spread by exposer to infected bodily fluids spread by sexual contact. It’s treated by a medical professional.
2. Deficiency disease: caused by lack of elements in the diet, usually on particular vitamins of minerals. Examples of deficiency disease :
3. Calcium: osteoporosis, rickets, tetany
4. Iodine deficiency: goiter
5. Vitamin C deficiency: scurry
6. Hereditary disease in an inherited medical condition caused by a DNA abnormality.

**Examples of hereditary diseases:**

1. Sickle cell anemia
2. Cystic fibrosis – affects cells that produce sweat ad digestive juices.
3. Hemophilia – a disorder in which blood does not clot normally. Treatment can help, but this condition can’t be cured.
4. Physiological diseases.

This is a condition in which the organs of the body malfunction causes illness.

**Examples of physiological diseases:**

1. Asthma
2. Diabetes
3. Glaucoma: a group of eye conditions that can cause blindness.

The nerve connecting the eye to the brain is damaged usually due to high eye pressure.

It requires medical diagnosis

**Illness behavior**

Illness behavior refers to any action or reaction of an individual who feels unwell for the purpose of defining their state of health and obtaining physical or emotional relief from perceived or actual illness.

**What is illness behavior in society?**

Illness behavior involves the manner in which persons monitor their bodies, define and interpret their symptoms, take remedial action, and utilize various sources of help as well as the more formal healthcare system.

**How does illness behavior differ from health behavior?**

Health behavior is a kind of health related activity to maintain good health and prevent them from potential health hazards whereas illness behavior is passive or active response to felt or actual health problem.

**Factors influencing illness behavior**

* Individual’s personality
* One’s family
* Broader socio-cultural environment in which one lives.

**Factors affecting illness behavior**

* Air quality
* Water quality
* Climate
* Physical environment factors
* Psychological factors e.g. Abuse, depression etc.

**Theories of health and illness behavior**

Theories of illness causation derive from the underlying cognitive orientation of a cultural group and therapeutic practice usually follows the same cultural logic.

Sickness

**State of being ill**

**Causes of sickness**

1. Early stages pregnancy (nausea)
2. Medication induced vomiting
3. Intense pain
4. Emotional stress (such as fear)
5. Food poisoning
6. Infections (such as the stomach flu)

Effects of sickness

1. Reduction in productivity due to less workers
2. Obligation to pay salary of absent workers due to sickness
3. Having to find, train and pay for temporary workers
4. The possibility of reduced customer satisfaction
5. Reduction in motivation and morale from the other staff

Prevention of sickness

1. Eating green vegetables, they are rich in vitamins that help one maintain a balanced diet and support a healthy immune system.
2. Get vitamin D
3. Keep moving
4. Get enough sleep
5. Skip the alcohol
6. Calm down
7. Drink green tea
8. Add color to meals

Treatment of sickness

1. Get plenty of fresh air
2. Distract yourself like listening to music or watch a film
3. Take sips of cold drink-some people find fizzy drinks the best
4. Drink ginger or peppermint tea
5. Eat food containing ginger-such as ginger biscuits
6. Eat smaller, more frequent meals

**Sickness behavior**

Sickness behavior are innate immune defenses and part of the acute phase response a sysytematic enhancement of the immune system

**Early background and branches of anthropology**

**Early background of anthropology**

Anthropology traces its roots to ancient Greek historical and philosophical writings about human nature and the organization of human society. In the book History Herodotus described the culture of various people of the Persian Empire, which the Greeks conquered during the first half of 400 B.C.

**When did Anthropology start?**

* These are conditions of life with which people today must contend, but they have their origins in processes that began in the 16th Century and accelerated in the 19th Century.
* Institutionally anthropology emerged from natural history (expounded by authors such as Buffon)

**Who is the father of anthropology?**

* Franz Boas who gave modern anthropology its rigorous scientific methodology, patterned after the natural sciences and it was Boas who originated the notion of culture as learned behaviors.

**What are the four types of anthropology?**

1. Cultural anthropology: focuses on the social lives of living communities
2. Archaeology: studies past cultures by excavating cites where people lived
3. Biological: focuses on evolution, genetics and primatology
4. Linguistics: verbal and non-verbal communication

**Five branches of anthropology**

1. **Physical anthropology:** (biological anthropology) scientific discipline concerned with the biological and behavior aspects of human beings, there extinct hominid ancestors and related non-human primates, particularly from an evolutionary perspective.
2. **Linguistic anthropology:** the interdisprinary study of how language influences social life
3. **Socio-cultural anthropology:** study of society and culture while often interested in cultural diversity and universalism.
4. **Ethnology:** the study of characteristics of different people and the differences and relationships between them.
5. **Archaeological anthropology:** It’s concerned with the study of the extinct cultures of man.

**Importance of studying anthropology**

1. Allows humans to study the interaction between other humans and the world
2. As it covers a vast amount of knowledge about humans, it is an aide for many other disciplines
3. It helps us understand ourselves hence, understand anything else

**Culture and cultural effects on health**

**Definition of culture**

* Culture is the characteristics and knowledge of a particular group of people encompassing language, religion, cuisine, social habits, music and arts.
* Tylor: complex whole which includes knowledge, beliefs, art, morals, law, custom and any other capabilities and habit acquired by man as a member of society.

**Sociological perspective:** culture refers to the ways of life of the member of society or of groups within a society. It includes how they dress, their marriage customs, language and family life, their patterns of work, religious ceremonies etc.

**Elements of culture**

1. Values, beliefs, principals and important aspects of lifestyle.
2. Customs, holiday, clothing, greetings, typical rituals and activities
3. Marriage and family. Types of marriage (arranged, free, same sex etc.)
4. Government and law
5. Games and leisure
6. Economy and trade
7. Language
8. Religion

**Characteristics of culture**

1. Learned behavior
2. Culture is abstract
3. Culture is a pattern of learned behavior
4. Culture is the product of behavior
5. Culture includes attitudes, values and knowledge
6. Culture also includes material objects
7. Culture is shared by the members of society
8. Culture is super organic (sociology and anthropology) of or pertaining to the structure of cultural elements within society conceived as independent of and superior to the individual members of society.

**Types of culture**

1. Clan culture: it’s a friendly working environment
2. Adhocracy culture: it’s dynamic and creative working environment
3. Market culture
4. Hierarchy culture

**Functions of culture in anthropology**

1. Unites people of a single society together through shared beliefs and traditions.
2. Provides proper opportunities for the satisfaction of people’s needs and desires.
3. Culture determines and guides activities of man
4. Culture distinguishes man from animal
5. It provides a solution for complicated situations
6. Culture is the treasury of knowledge
7. Culture provides behavior patterns
8. Culture defines attitudes, values and goods
9. Culture models personality
10. Culture decides our careers

**Cultural effects on health**

* The influence of culture on health is vast
* It affects perceptions of health, illness and death, beliefs about causes of disease, approaches to health promoting how illness and pain are experienced and expressed, where patients seek help and the type of treatment patients prefer.

**Major social factors influencing one’s health**

1. Education: your education level can have an effect on how healthy you are
2. Income: the amount of money you make has an effect on your health
3. Housing: where you live has a significant impact on your health
4. Access to health care

**Hospitalization and hospitalization effects**

**Hospitalization:** admission to hospital for treatment

Serious cases involving liver damage may require hospitalization

**Hospitalization effects**

**Problems of patient’s family members**

* Fear
* Feeling of weakness
* Lack of hope which can lead to physical and emotional exhaustion

**Effects of hospitalization on the patient**

* Patient may experience amnesia or flash backs
* Anxiety
* Depression
* Dreams and nightmares

**NOTE:** nursing care for patients while in critical care environment can have a positive on psychological well-being

HUMAN NEEDS

Define needs:

A need is something required for a safe, stable and health life (e.g. air, water, food and shelter)

Distinguish between needs and wants

Needs are somethings you must have in order to live. On the other hand wants are somethings that you wish to have so as to add comfort in your life.

Needs represent the necessities while wants indicate desires. Needs are important for the human being survival

**What does basic human needs mean?**

The stage of having an accurate and sufficient amount of a hot or cold drink, food, an income and a form of housing that meets the current need and priority of a being

**Malicious hierarchy of needs**

This is a multinational theory comprising of five tier model of human needs, often depicted as hierarchical level within a pyramid.

* Needs lower down in the hierarchy must be satisfied before the individual can attend to needs higher up
* From the bottom of the hierarchy upwards, the needs are physiological, safety, love and belonging, self-esteem and self-actualization.

**Deficiency needs vs. growth needs**

The five stage model can be divided into deficiency needs and growth needs. The first four levels are referred to as deficiency needs (D-needs), and the top level is known as growth or being needs (B-needs).

* Deficiency needs arise due to the deprivation and are said to motivate people when they are unmet. Also the motivation to fulfill such needs will become stronger the longer the duration they are denied (e.g. the longer a person gores without food, the more hungry they will become)
* When a deficit need has become more satisfied it will go away and our activities become habitually directed towards meeting the next set of needs that we have yet to satisfy these then become our salient need.
* However growth needs continue to be felt and may even be stronger once they have been engaged
* Growth needs do not stem from a lack of something, but rather from a desire to grow as a person
* Once these needs have been reasonably satisfied, one may be able to reach the highest level (self-actualization)
* Everybody is capable and has the desire to move up the hierarchy towards a level of self-actualization, unfortunately, progress is often disrupted by a failure to meet a lower level need. Life experiences like divorce and loss of a job may cause an individual to fluctuate between levels of the hierarchy.
* Therefore not everyone will move through the hierarchy in a uni-directional manner but may move back and forth between the different types of needs.

**Maslow Hierarchy of Needs illustrated**

**Psychological needs**

**Basic needs**

**Self-fulfillment needs**

**Frustration(s)**

**Meaning:**

* It is the feeling of being upset or annoyed as a result of being unable to change or achieve anything
* A feeling of being annoyed or less confident because you cannot achieve what you want
* A feeling of anger or annoyance caused by being unable to do something that causes feelings of anger or annoyance: the fact of being prevented from succeeding or dong something

**Causes of frustration**

It originates from feelings of uncertainty and insecurity which stems from a sense of inability to fulfill needs. If the needs of an individual are blocked, uneasiness and frustration are more likely to occur.

**Causes of frustration at work**

1. A colleague blocking one’s favorite project
2. A boss who is too disorganized to get to your meeting on time on.
3. Being on hold on the phone for a long time
4. Feeling stagnant in one’s career
5. Lack of motivation at work
6. Unhealthy expectations

**Signs of a frustrated employee**

* He cannot see the link between the organization and his future
* He cannot trust his/her superior employers
* He often complains about his work and wishes he were doing other things
* He cannot find any sense of satisfaction from his job beyond pay
* He/she is generally aggressive
* Absenteeism and lateness

**Impacts of frustration**

* Anger
* Quitting (burn our or giving up)
* Loss of self-esteem and self-confidence
* Stress and depression

**Steps of overcoming frustrations**

1. Calm down
2. Clear your mind
3. Come back to your problem or stressor but this time do it in calm manner
4. Describe the problem in one sentence
5. Define why this frustrating thing concerns or worries you
6. Think through realistic options
7. Make a decision and sink to it
8. Act on your decision

**Defense mechanisms**

**Definition**

* Refers to strategies which people use unconsciously to safeguard themselves against threats to personality, self or ego
* Unconscious methods by which the ego distorts reality to protect itself from anxiety, confusion and frustration
* An unconscious psychological mechanism that reduces anxiety uprising from unacceptable or potentially harmful stimuli. Defense mechanism may result in healthy or unhealthy consequences depending on the circumstances and frequency with which the mechanism is used.

**Common defense mechanisms**

1. Denial: it’s the most common defense mechanism
2. Projection: a psychological defense mechanism in which people attribute characteristics they find unacceptable in themselves or another person (false accusation)
3. Repression: unsavory thoughts, painful memories or irrational beliefs can upset one.
4. Displacement
5. Displacement: shifting the feelings about person onto another. A man who has had a bad day at the office comes home and yells at his wife and children is displacing his anger from workplace onto his family
6. Regration: leads to the temporary or long term reversion of the ego to an earlier stage of development rather than handling unacceptable impulses in a more adaptive way.
7. Rationalization: making an excuse for a mistake or failure
8. Sublimation: socially acceptable impulses/idealizations are transformed into socially acceptable actions or behavior, possibly resulting in a long term conversion of the initial impulse.
9. Reaction formation: is a defense mechanism in which emotions and impulses which are anxiety producing are mastered by exaggeration.

**Causes of defense mechanism**

* To avoid punishment/consequences
* To seek attention from others
* To solicit favors/rewards
* For ego defense
* To hide or block remembering of emotional threatening feelings/experiences
* To justify behavior
* To deny that the effects have already taken place
* To avoid psychological tension, discomfort, conflict.

**Importance of defense mechanism**

* They safeguard the mind against feelings and thoughts that are too difficult for the conscious mind to cope with. In some instances defense mechanisms are thought to keep inappropriate/unwanted thoughts and impulses from entering the conscious mind

**Counselling**

It’s the process that involves a trained counsellor helping an individual to find ways to walk through and understand their problems.

**Guidance**

This is the advice or information meant to solve a problem or conflict and is mainly given by someone’s authority. Guidance is normally less personal and is mainly engineered by the counsellor.

**Importance of guidance and counselling**

1. Identifying and dealing with challenges by helping one get insights into the origin and development of psychological and emotional challenges and cope up with possible interventions for elimination of them.
2. Being realistic in life: it increases self-awareness and self-confidence in individuals in order to bring about required change, increasing the holding (retention) power in schools and making realistic plans and goals.
3. Identifying potential: it helps students to exploit their talents so as to choose, prepare for, and enter and progressing careers in tendencies with their ambitions.
4. Adjusting to challenges in life: G/C helps to improve the self-image of individuals so that they make better adjustments to their situations in life by engaging in proper use of leisure time, minimizing the incidences of indiscipline and achieving the best of life tasks.

**ETHICS AND PRINCIPALS**

Ethics govern the way of doing things in a given field. In counselling the ethics and principals outline the rules that guide the guidance and counselling practice and include.

1. Client autonomy: the counselor needs to explain to the client that the counselling is voluntal and have a right to free and informed consent.
2. Confidentiality: this the ability to keep secrets. The counselor should not divulge any information given to him/her by the client to a third party without the consent of the counselee. If any disclosure are to be made, the counselor must seek the consent of the client. However, there are some instances when confidentiality can be broken. These include:
* When a counselee poses a danger to others or himself/herself
* When the client is under the age of 18 years and is a victim of rape, incest or child abuse
* When the counselor determines that the client needs medical attention or hospitalization
* When information is made an issue in a court of law
* When client request their records to be released to themselves or a third party
* When a client is suicidal, such client will talk about committing suicide, give away prized possessions, take unnecessary risks, be preoccupied with death and dying etc.
1. Dual relationship in counselling: instances where the counsellor assumes two or more roles i.e. therapist/supervisor/teacher. This is however discouraged as it may derail objectivity and so any professional counsellor should avoid a dual relationship.
2. Touching as a part of the client/counsellor relationship: erotic contact with the client is unethical. Counsellors should be sensitive to situations where touching is likely to be counterproductive. Sexual intimacy between counsellor and client is both unethical and unprofessionally inappropriate and should not be practiced by counsellors. If such feelings manifest themselves during a counselling relationship then it is important for the counsellor to terminate the services. This way the counsellor will be acting professionally and keeping to the ethics of counselling.

**Qualities of a good counsellor**

1. **Ability to understand a problem**
2. **Uses a variety of counselling techniques.** This will depend on the situation and the nature of the specific problem. The counsellor therefore should identify what method works for a specific person with a specific problem.
3. **A good role model:** they should practice what they profess
4. **Empathetic:** be sensitive to the client’s beliefs, values, inner conflicts and inflictions as well as be able to communicate feelings by word and gestures to the client. In other words the counsellor should have the ability to feel with the client without belittling their feelings.
5. **Respectful:** a client’s solution to his/her issue should be respected by the counsellor as; long as they are not posing any threat to the client’s life or hers.
6. **Non-judgmental:** should display unconditional positive regard to all their client, regardless of who they are, what they have, their beliefs, attitudes, race, color, career or economic background?
7. **A good listener:** be able to hear exactly what is being said verbally, as well as observe the message being communicated through non-verbal cues such as gestures and other body languages.
8. **Self-conscious:** be aware of their life that they have not delt with. This is because counsellors who are struggling with their own insecurities or unresolved issues are likely to be of optimal use to the client.
9. **Genuine or sincere:** be faithful and honest. He/she should not live in pretense but needs to strive to live a fairly open life.
10. **Maintain health boundaries:** should not get infused to the life of the client. This way the counsellor will not create dependency on the part of the client and unethical practices like erotic touching and intimacies will not be developed.
11. **Have a sense of humor:** this helps in defusing tension, anxiety and uncertainties thus, putting the client at ease.
12. **Knowledgeable:** should be knowledgeable in human growth and development.
13. **Ability to stay calm and composed** even if the situation sounds unbearable.
14. **Accommodative:** should allow clients to express their feelings in whichever way they like. E.g. they can maintain silence, shout, yell or use angry words. The counsellor should not stop them freely expressing themselves.

Types of counselling

1. Individual counselling
2. Group counselling
3. Crisis counselling
4. Preventive counselling
5. Developmental counselling
6. Career counselling
7. Family counselling (group counselling)
8. Marital counselling (group counselling)
9. **Individual counselling/psychotherapy/talk therapy or treatment:** clients work one by one with a trained mental clinician in a safe, caring and confidential environment.

**Reasons for individual counselling**

1. Provides the client with a situation of complete confidentiality.
2. Provides the opportunity for a trusting and close relationship between the client and the counsellor.
3. It’s beneficial for a client who may find it difficult to share information when other people other than the counsellor are present either because they are shy or feel as if they are the only ones experiencing the problem.
4. It caters for individual learning differences socially for the clients whose learning capacity has been affected by their state of mind.
5. It’s very helpful to clients who have problems that emanate from themselves rather than problem caused by external forces.
6. **Group counselling:** this is a situation in which the counsellor works with several people in a session. These people have similar challenges and sharing of experiences during the session is very therapeutic. It can be used in cases like sexual; abuse, rape, abortion, alcoholism, problems with self-image self-esteem, trauma, family, conflicts and marital problems.
7. **Crisis counselling:** it’s a mental, psychological problem that affects the wellbeing (functioning) of a person, e.g. strikes in schools, colleges, universities, wars, sudden death or parent, spouse, child, divorce, rape, unwanted pregnancy, floods, accidents and other related problems.
8. **Preventive counselling:** the aim is to stop the counselee from getting involved in something negative or destructive, e.g. HIV negative pupils, students, adults can be counselled to know how to prevent themselves from the virus.
9. **Career counselling:** its mentoring/couching on issues related an individual’s career to help them make the right choice about their career.
10. **Developmental counselling:** it’s the counselling that follows the actual child development stages of life e.g. the child on toileting and hygiene. Pre-teens can be counselled on body changes and their sexuality and preparation for marriage.

**Stages of the counselling process**

Counselling is not a one day event. It’s a process that takes some time and continues in stages that include relationship building, defining the problems, establishing goals, working towards goal achievement and follow-up strategies.

**Counselling process**

**Step 1: attending/relationship building**

This is the time the counsellor and the counselee draw a contract on how to work together.

Step 2 defining of the problem or responding. Counsellor’s role at this step is to help the counselee see their blind spots and ones seen, prioritize their issues the client leads the way and the counsellor uses his/her expertise to find out whether the presented issue is the real or underlying problem. Clients are helped to work on issues and opportunities that make a difference.

**Step 3: goal setting**

Counsellor helps the counselee to develop a range of goals and the client is helped to see the situation he/she would like to be in. clients are also empowered to choose sensible possibilities and turn them unto goals that need to be accomplished. The set goals set aim at reducing the crisis, inflictions or the pain of the counselee.

**Step 4: counselling intervention.**

At this stage the counsellor helps discuss several strategies for implementing their goals, they can be asked to state where they want to go and how they hope to get there. A plan of action is then prepared to help the client tackle the problem. If the goal to be achieved is complicated, then the action plan can be divided into a number of interrelated outcomes for realistic accomplishments. The role of counsellor is purely to facilitate.

**Step 5: termination of counselling**

This is the final stage of counselling and marks the close of the relationship.

This is the counsellor and the client ending the therapeutic alliance. The termination stage can be as important as the initial stage in that it is the last interaction many clients will have with the counsellor.

**Reasons leading to termination**

1. When the counsellor-client relationship has failed to provide warmth, security and trust for a fully effective counselling experience.
2. Inadequate definition of the problem areas, leaving the client with vague ideas of the needed changes.
3. Selection of inappropriate goals and plans of action, which leaves the client frustrated and discouraged
4. When the client refuses or resists the recommended therapeutic interrelations by the counsellor.
5. Ineffective translation of action plan into behavior changes
6. Unexpected or uncontrollable problems that are external to the counselling process, like financial constraints.
7. Client/counselor transferring to a far place.

**Step 6: follow-up step**

Follow up is necessary for the counsellor to find out if the set goals are well implemented by the client. This is also meant to find if the client needs any referral.

It is also necessary to see to it that the client’s problem does not recur or the patient does not relapse.