

**PSY 640: Practicum in Counseling Psychology**  
**University of Hawaii at Hilo**  
**Fall 2012**

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|------------------------|------------|-------------------------|---|
| <b>Course Number:</b>  | 10267      | <b>Instructor:</b>      | Charmaine K. Higa-McMillan, Ph.D.         |
| <b>Class Days:</b>     | Thursdays  | <b>Office Location:</b> | UCB 271                                   |
| <b>Class Time:</b>     | 9:00-11:45 | <b>Office Hours:</b>    | Tues & Thurs 2:00-4:30 and by appointment |
| <b>Class Location:</b> | UCB 211    | <b>Phone/Email:</b>     | 933-3166, higac@hawaii.edu                |

**Course Overview:** Practicum is an advanced course designed to facilitate the student's integration of theory and practice in the therapeutic context. Through direct client contact at a Program-approved field placement, students will develop a sound conceptualization of client issues and counseling process, mastery of skills to apply their theoretical orientation, understanding of the role and function of professional counselors, and awareness of ethical and professional behavior. Issues related to counseling individuals from various cultural groups also will be a main area of focus. Evaluation of both student trainees, supervisors, and training sites is another essential component to the experiential training sequence. Practicum also functions as an orientation to working in a mental health agency and precedes Internship training. Students are required to complete a minimum of 40 hours of supervised direct service, in addition to sufficient number hours for indirect service (e.g., paperwork). Given that a total of 300 direct service hours must be accrued across practicum and internship, students are advised to complete more hours if possible. Also, students are required to receive a minimum of one hour per week of individual and/or triadic supervision from the onsite supervisor.

**Student Learning Outcomes:**

1. Conceptualize client concerns using individual, cultural, and developmental understanding.
2. Gain competence in identifying an appropriate diagnosis of client issues based on the DSM-IV-TR.
3. Identify and define treatment goals.
4. Select and employ techniques designed to facilitate movement toward treatment goals as well as applying, evaluating, and altering these strategies as needed.
5. Evaluate counseling outcomes, level of goal attainment, and perceived therapeutic effectiveness.
6. Practice in a culturally competent manner.
7. Effectively negotiate the initial, middle, and termination stages of the therapeutic encounter.
8. Increase understanding of the professional counselor's role and function.
9. Increase understanding and appreciation for the role that diversity holds in working with all individuals.
10. Practice according to the ethical standards for professional behavior of the ACA and APA.

**Required Readings:**

- American Psychiatric Association (2000). *Diagnostic and statistical manual of mental disorders, 4<sup>th</sup> Edition, Text revision*. Arlington, VA: Author.
- Cormier, S., Nurius, P. S., & Osborn, C. J. (2009). *Interviewing and Change Strategies for Helpers: Fundamental Skills and Cognitive Behavioral Interventions (6<sup>th</sup> ed.)*. Belmont, CA: Brooks-Cole.

**Course Structure & Activities:**

Graded Activities:

- (1) Case presentation: Students will conduct two 45 minute presentations on their work with their clients. Please prepare and distribute a comprehensive case report containing the following items: client demographic information, description of the presenting problem, relevant background and historical information, behavioral observations, assessment information (if any), past and current diagnosis, conceptualization of the client's presenting issue(s) based on your theoretical orientation, treatment plan (short- and long-term goals), review of your work (up to the current time) that you

have done with the client (hopefully reflecting the treatment plan), and clinical concerns (e.g., ethical concerns, cultural issues, treatment selection or application). Each presentation is worth 25 points.

- (2) Discussion of client issues/Participation: The majority of the class time will be devoted to discussing client and agency issues. The goal is to provide opportunities for students to express any concerns they have in their counseling work as well as positive experiences at their sites.

#### Additional Responsibilities:

- (1) Confidentiality: As we will be discussing materials that are confidential in nature, students are expected to adhere to the fullest extent the standards of confidentiality of professional counseling. When describing their clients, students must avoid using any identifying information (e.g., actual name).
- (2) Check-in at the beginning of each meeting: In addition to expressing their readiness to participate in class, students are asked to identify any issues that may require additional discussion time (e.g., crisis situation with client). This will ensure that enough time is set aside to meet each student's supervision needs.
- (3) Communication with supervisors: The instructor will maintain an ongoing open communication with the students' supervisors to discuss training goals and student progress during the semester. **Two supervisor evaluations (mid-semester and end-semester) will be submitted to the instructor, which will be included in the student's academic file. The instructor will contact the supervisor about this evaluation. However, the student will be responsible for making sure that this evaluation is completed and reviewed with the site supervisor in a timely fashion. The first evaluation is due October 11, 2012 and the final evaluation is due December 6, 2012.**
- (4) Counseling Timesheet: Students are expected to maintain a weekly timesheet that documents their counseling work. The timesheet should be signed by their counseling supervisors during their weekly supervision session.
- (5) SOAP Notes: Students are expected to maintain timely SOAP notes, preferably completed immediately following each session. The SOAP notes should be reviewed and signed by their counseling supervisors.
- (6) Topical Discussions: As time allows during each meeting, the instructor will introduce topics relevant to counseling for discussion during class.

**Grading:** Your grade will be determined based on two case presentations and ongoing discussion of client issues.

| Assignment                       | Points |
|----------------------------------|--------|
| Case Presentations (25 pts. x 2) | 50     |
| Case Discussion/Participation    | 50     |

| Grade  | A      | B     | C     | D     | F   |
|--------|--------|-------|-------|-------|-----|
| Points | 90-100 | 80-89 | 70-79 | 60-69 | <60 |

**Promoting an Effective Learning Environment:** To promote an effective teaching and learning environment for you, your classmates, and your instructor, please (a) turn off cell-phones unless you have a very good reason for leaving them on, (b) do not surf the Internet, send text messages, or check your email/IM/FB during class, and (c) do not carry on private conversations with classmates during lectures or group discussions.

Students are expected to arrive on time for class. If you are unable to attend class for a documented emergency (e.g., hospital visit), please notify me as soon as possible and provide documentation upon return to class. An unexcused absence will result in losing participation points as well as missed presentations, etc. There will be no make-up presentations for unexcused absences. Students having more than one unexcused absence will be dropped from the course and will receive either a W or an F for the course.

**Academic Integrity:** Students are strongly encouraged to familiarize themselves with the Student Code of Conduct for UH Hilo, which can be found at [http://www.uhh.hawaii.edu/studentaffairs/conduct/student\\_conduct.php](http://www.uhh.hawaii.edu/studentaffairs/conduct/student_conduct.php)

I expect you to behave with integrity and hold both yourself and your peers to the highest standards of ethical behavior. Academic dishonesty encompasses, but is not limited to: (1) plagiarism (i.e., copying another individual's words or ideas without appropriately citing the source); (2) turning in assignments that somebody else has completed; (3) referring to notes or other written/electronic materials, collaborating with others, copying someone else's work, or providing answers to others in any fashion during an examination.

Should I have reason to suspect that academic dishonesty has occurred; I will conduct a thorough investigation and/or may refer the matter to the Dean's Office for investigation. Possible sanctions should you be found responsible for academic dishonesty could include a failing grade for the course, suspension or even expulsion from the Counseling Psychology Program and/or University. Such consequences could negatively affect your candidacy for graduate/professional programs and future jobs.

**Professional Conduct:** At my discretion and the discretion of the Director of the Counseling Psychology Program, a student who commits one or more serious professional or ethical mistakes, omissions, or violations may be removed from the course and may receive a W or F for the course. Serious ethical/professional violations or mistakes may also lead to dismissal from the Counseling Psychology Program. Serious violations include, but are not limited to: violation of rules of client confidentiality, unprofessional or unethical behavior at practicum sites, unexcused absences at practicum sites, failure to report serious client or site issues to your instructor.

**Special Needs and Accommodations:** Any student with a documented disability who would like to request accommodations should contact the University Disability Services Office - Hale Kauano'e A Wing Lounge, 933-0816 (V), 933-3334 (TTY), [uds@hawaii.edu](mailto:uds@hawaii.edu) - as early in the semester as possible.

**Academic Advising:** Advising is designed to help students complete the requirements of the university and the Counseling Program. You should consult with your advisor at least once a semester to decide on courses, check progress towards graduation, and discuss career options and other educational opportunities provided by UH Hilo. Advising is a shared responsibility, but students have final responsibility for meeting degree requirements.