

**UNIVERSITY OF LETHBRIDGE
FACULTY OF EDUCATION**

**Master of Education (Counselling Psychology)
Addictions and Mental Health Counselling Cohort
ED 5711: Counselling Psychology: Practicum II
Course Syllabus: Spring 2018**

Instructor: James Sanders PhD RPsych
Assistant Professor
Office: Markin Hall M3041
Phone: 403-332-5234
Fax: 403-329-2668
E-mail: james.sanders@uleth.ca
Office Hours: By appointment

Seminar Dates & Times:

Seminar #1	Date: Saturday Jan. 13	Time: 9:00am-4:30pm	Room: M1004 Family Room
Seminar #2	Date: Saturday Feb. 10	Time: 9:00am-4:30pm	Room: TBA
Seminar #3	Date: Saturday Mar. 10	Time: 9:00am-4:30pm	Room: M1004 Family Room
Seminar #4	Date: Saturday April 7	Time: 9:00am-5:30pm	Room: M1004 Family Room

COURSE DESCRIPTION, OBJECTIVES AND ASSIGNMENTS

Course Description:

Advanced professional development and supervised practice for graduate students in counselling psychology. Students will develop and/or practice their counselling skills within a specialized setting, or with a specialized counselling focus.

This practicum course provides in-depth opportunity for professional development and supervised practice for graduate students in counselling psychology. The class seminars provide opportunity for group supervision of student work with clients, and for in-depth exploration of issues encountered in the practicum settings. The practicum settings provide opportunity for supervised practice in counselling techniques with clients.

Course Objectives:

Upon completion of this course, participants will be able to:

- Demonstrate the transfer of skills and knowledge acquired through prior courses to applied counselling/psychological settings.
- Incorporate theory, skilled practice and applied experience into a personal counselling/psychological framework.
- Apply ethical decision-making processes to clinical practice.
- Understand professional counselling organizations including mission and goals, membership criteria, activities, services to members, and current priorities.
- Understand the required standards of preparation to become a professional counsellor including certification and accreditation standards.

For more detailed descriptions of practicum objectives, refer to the Counselling Practicum Handbook.

Course Structure:

1. Practicum Placement - Detailed expectations and guidelines are outlined in the Counselling Practicum Handbook which is located @ <http://www.uleth.ca/education/programs-degrees/graduate-studies/m-counselling/practicum>. Students are expected to become familiar with all contents of this handbook. A few points are emphasized below.
 - Each student will be expected to complete the equivalent of 12 to 14 hours/week over the course of the 13-week term, in the practicum setting. A log of time and activities spent at their setting must be maintained throughout the practicum. **Students who do not log a minimum of 150 practicum hours will not be able to complete the course. At least 50% of the 150 hours need to be done the student in direct client contact. The remaining 50% of the hours may done by indirect client contact/supervision.**
 - Students are required to submit all logs of time and activities to the course instructor.
2. Seminar - The face-to-face seminar component of this course utilizes a collaborative learning model, which encourages students to actively contribute to the learning process through in-depth self-reflection, shared discussions, and giving and receiving feedback with peers. Students are expected to expand their counselling knowledge and practice by continually challenging self and peers through critical reflection, utilizing the consultation resources of the course instructor, and through the use of academic and professional resources. Students will utilize group discussions, experiential exercises, written course assignments, and clinical issue and case presentations to achieve course objectives.

Note: Attendance at all seminars is mandatory.

Course Materials:

- Students are required to familiarize themselves with the Counselling Practicum Handbook, which is located @ <http://www.uleth.ca/education/programs-degrees/graduate-studies/m-counselling/practicum>. Students are responsible to ensure that the site practicum supervisor has access to the handbook.
- You may need to audio/video record counselling sessions at your practicum site for review with your supervisor. If the site does not have recording equipment available the student will need to make arrangements for this.

Course Assignments	Due Date	Value
1. Mock Supervision Plan	January 26	5%
2. Practice Guideline Presentation	February 10	10%
3. Case Presentation	March 10	20%
4. Ethics Case Presentation (in groups)	April 7	10%
5. Ongoing Weekly Self-Reflection	April 14	5%
6. Practicum Evaluation (see Counselling Practicum Handbook)		50%

Professional writing expectations for assignments. It is expected that your writing meets the expectations of a graduate level program, including abiding by the guidelines of the Publication Manual of the American Psychological Association (6th ed.). Writing must demonstrate appropriate standards of written communication; grammatical errors, lack of clarity, poor structure or organization are not acceptable.

Late assignments. Prior arrangements must be made with the course instructor for late assignments to be accepted for marking. This means that the instructor must be contacted prior to the due date for the assignment. Assignments submitted late without prior approval will not be marked.

Assignment Descriptions:

1. **Mock Supervision Plan (5%):** In seminar #1 (January 13) students will discuss the process of registration/certification with professional counselling organizations. Students will then submit a mock supervision plan using a template that will be provided. A sample of the supervision plan and marking sheet for this assignment will be handed out in class.
2. **Practice Guideline Presentation (10%):** In seminar #2 (February 10th) students will deliver a 25-30 minute presentation on a practice guideline of their choosing. In their presentations, students will provide: 1) a detailed description of the guideline, 2) description of relevant populations, situations, or scenarios, and 3) a case example demonstrating application of the guideline. Case examples may be taken from students' practicum experiences (using non-identifying information) but this is not required. Examples of practice guidelines will be provided. Students must consult with the instructor beforehand if selecting a different guideline from those that will be provided.
3. **Case Presentation (20%):** Students will prepare a clinical case presentation using the following format. Selecting a counselling client that is being seen at the practicum site, seven categories of information will be presented: 1) non-identifying client background information, 2) overview and history of the presenting problem, 3) theoretical case conceptualization of the problem 4) counselling interventions used and how the interventions relate to the case conceptualization 5) counselling outcomes re: progress/change/resistance, 6) ethical/counselling process issues, and 7) identification and discussion of what you have learned the most in working with this client.

Presented during the seminar on March 10th and worth 20% of the final grade, the presentation will be 30-45 minutes in length, with an accompanying handout that summarizes the information related to the 7 categories delineated above. Class members will participate as peer supervisors by providing feedback and asking questions to facilitate the presenter's personal and professional growth as a counsellor. A marking sheet for this assignment will be handed out in class.

4. **Ethics Case Presentation (10%):** In seminar #1 students will sign-up into pairs. Each pair will prepare and deliver a presentation in seminar #4 (April 7). This 45-minute presentation will identify an ethical issue/dilemma experienced within the practicum setting related to clients, supervision, or counselling practice. Presenters will review the ethical dilemma and demonstrate the use of an ethical decision-making process related to the ethical dilemma in accordance with either:

i) College of Alberta Psychologists Standards of Practice:
<http://www.cap.ab.ca/Portals/0/pdfs/StandardsOfPractice.pdf> and,

the Canadian Code of Ethics for Psychologists:
<http://www.cpa.ca/aboutcpa/committees/ethics/codeofethics/> , OR

ii) Canadian Counselling and Psychotherapy Association Code of Ethics:
<http://www.ccpa-accp.ca>

A marking sheet for this assignment will be handed out in class.

5. **Ongoing Weekly Self-Reflection (5%):** Ongoing self-reflection is important for counselling professionals. For this assignment, students will maintain a weekly self-reflective practice using a format of their choosing. Before the due date, students will notify the instructor whether they maintained the self-reflective practice, and any weeks that were missed and why. Students will then submit a 1-page document summarizing their reflective practice and what they will do to continue self-reflection in the future. To maintain privacy for the student and confidentiality of students' clients, the self-reflective practice will not be submitted.
6. **Practicum Evaluation (50%) – format is in the Practicum Manual.** The overall mark for the practicum evaluation is decided through the grading scheme below.

PRACTICUM GRADING

Grading in the practicum component of the course is based on the evaluation completed by the practicum supervisor evaluating the student on the six categories of counselling practice outlined below. The evaluation form and process are located in the Counselling Practicum Handbook.

The first category is a "prerequisite" category called "Ethical Conduct." **Students must receive a satisfactory rating (3 or 4) on Ethical Conduct in order to pass the practicum.** The student's total mark is based on the six categories, as follows:

- A+ = 6 ratings of "4"
- "A" = At least 4 ratings of "4", with no rating less than "3"
- "A-" = At least 2 ratings of "4", with no rating less than "3"
- "B+" = At most 1 rating of "2", with 5 ratings of at least "3"
- "B" = A rating of "2" on 2 or 3 categories, with the rest of the ratings of "3" or "4"
- "B-" = A rating of "2" on 4 or more categories, with the other ratings at "3" or "4"
- "C" = A rating of "1" on any category

Summary Ratings:

Ethical Conduct _____

Professional Conduct _____

Core Counselling Skills _____

Counselling Assessment Skills _____

Counselling Intervention Skills _____

Purposefulness _____

Practicum Grade _____

FACULTY OF EDUCATION M.Ed. GRADING SYSTEM

"All components within the M.Ed. program that use a percentage procedure will use the following table for determining the final grade."

Grading Schedule for Graduate Classes

Numeric Value	Letter Grade	Grade Point
97 - 100	A+	4.00
93 - 96	A	4.00
90 - 92	A-	3.70

87 - 89	B+	3.30
83 - 86	B	3.00
80 - 82	B-	2.70

Note: Any course with a grade of less than B- cannot be considered for credit in the M.Ed. Program.

77 - 79	C+	2.30
73 - 76	C	2.00
70 - 72	C-	1.70

67 - 69	D+	1.30
63 - 66	D	1.00
<63	F	0.00

STUDENT CONDUCT

Students are subject to the student discipline policy for academic and non-academic offences in accordance with the University Calendar (www.uleth.ca/ross/academic-calendar/sgs)

Additionally, in the Faculty of Education graduate programs, students are required to adhere to professional standards and to the conduct expectations as stipulated in Faculty of Education policies, and the Standards of Practice/Conduct, Code of Ethics, and/or the Code of Professional Conduct for the field, as noted below:

Standards of Professional Conduct for Master of Education Students:

<http://www.uleth.ca/graduate-studies/master-education/resources/beginning-your-program/professional-conduct>

College of Alberta Psychologists Standards of Practice:

<http://www.cap.ab.ca/Portals/0/pdfs/StandardsOfPractice.pdf>

Canadian Code of Ethics for Psychologists:

<http://www.cpa.ca/aboutcpa/committees/ethics/codeofethics/>

Canadian Counselling and Psychotherapy Association Code of Ethics:

<http://www.ccpa-accp.ca>

ACADEMIC HONESTY

The University of Lethbridge subscribes to Turnitin.com, a plagiarism detection service. Please be advised that student work submitted for credit in this course may be submitted to this system to verify its originality. Students must be able to submit both electronic and hard copy versions of their work upon request.

PRIVACY AND CONFIDENTIALITY

Although we place a heavy emphasis in this course on your own school settings, practices, and data, it is imperative that we refrain from using personal identifying information in our dialogue.

The personal information your classmates and course instructors disclose to you should not be discussed with anyone outside the course, now or in the future, unless the author of the personal narrative has stated otherwise. Unless you have the person's specific permission, please do not mention identifying

information about the person's story (e.g., no names, no agency) and keep the disclosure broad rather than specific.

Recording lectures or class discussions is not permitted unless the instructor and all audience members have granted permission in advance.

If you are aware of any situations where individuals are not honoring the expectation of privacy/confidentiality, you are encouraged to intervene by discussing the matter with that individual. If you are not comfortable doing so, or if a resolution is not forthcoming, please contact your instructor as soon as possible.

While faculty/staff and students are expected to take all possible precautions to safeguard the personal information that is exchanged in each course, whether it be in discussion forms, web conferencing, recordings, assignments, etc., there is no guarantee of confidentiality.

STUDENTS WITH DISABILITIES POLICY

If you have a disability, special learning needs, or a recent injury that requires academic accommodation to complete the required activities and/or assignments, please follow the procedures outlined in the University Calendar.

You are encouraged to contact the Accommodated Learning Centre (<http://www.uleth.ca/ross/accommodated-learning-centre/>) for guidance and assistance. Counselling Services (<http://www.uleth.ca/counselling/>) is another resource available to all students.

COPYRIGHT STATEMENT

All University of Lethbridge students, faculty and staff must comply with Canadian law and institutional license agreements pertaining to copyright. At the same time, keeping abreast of our copyright obligations and options is a complex task as copyright matters locally and globally are in flux and are likely to remain so for at least the near future.

The University's Copyright website (www.uleth.ca/copyright) is a source of current copyright information that includes:

- answers to common copyright questions (see the [FAQs](#)),
- guidance on whether you need permission or a license to copy a particular work (see the [Copyright Permissions Flow Chart](#)),
- guidance on assessing whether fair dealing may apply to specific instances of copying you wish to undertake (see the [Guidelines for Copying under Fair Dealing](#)), and
- a [permissions look-up tool](#) to help you determine the kinds of copying and other uses permitted by the Library's license agreements covering specific online journals and other online resources.

You are encouraged to contact the University Copyright Advisor (copyright@uleth.ca) for assistance with any copyright questions or issues.