University of Northern Colorado
Professional Counseling Programs
APCE 612: Practicum in Individual Counseling
Fall 2015
Course Syllabus

Instructor: Susan C.M. Crane, Psy.D., LP
Class Times: F 4-10; S 8-5; Su 8-4
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Office Hours: By Appointment

Course Dates: August 21, 22, 28, 29 & September 11, 12, 13, 18, 19, 20
Doctoral Supervisors: Christina Thomas, Kristin Myers

Prerequisite: APCE 607 & Consent of Instructor
Corequisite: ACPE 657

Course Description:
Students will receive supervised experience in counseling and interview analysis, including use of audio and video tapes, client and supervisor feedback, and seminar. This course must be taken on at the site of admission. Repeatable, maximum of 10 credits.

Course content includes direct instruction on core counseling skills, supervision of counseling activity, and individual and group feedback. Students will have the opportunity to learn and develop counseling skills, initial diagnostic competencies, client record keeping, and the formation of treatment plans through a combination of lecture, demonstration, experiential activities, and guided practices. Subsequently counselors-in-training will work with clients while class members and supervisors observe.

Required Text(s):


Course packet (Distributed the First Day of Class)
Psychological Services Clinic Manual (Distributed the First Day of Class)

Reading Schedule:
Weekend 1:
Chapters 1-6 (Young)
All (Pipher)

Weekend 2:
Chapters 7-15 (Young)

Recommended Readings: Will be assigned by instructor.
Knowledge & Skill Outcomes (Objectives):

1. To learn and develop individual counseling skills
2. To learn and develop intake skills, including data collection and initial assessment
3. To further formulate a personal theory of counseling
4. To receive supervision on issues related to client and interpersonal issues
5. To follow the American Counseling Association (ACA) ethical guidelines
6. To formulate a treatment and evaluation plan

Course Content: This course is designed for students to partially meet the CACREP 2009 Standards requirements for the completion of a supervised practicum experience. Throughout this experience, the student will receive individual or triadic supervision and group supervision on a weekly basis. Course content includes direct instruction on core counseling skills, supervision of counseling activity, and individual and group feedback. Students will have the opportunity to learn and develop counseling skills, initial diagnostic competencies, client record keeping, and the formation of treatment plans through a combination of lecture, demonstration, experiential activities, and guided practices.

Methods of Instruction: Students will engage in didactic and experiential activities geared toward integration and application of essential counseling skills. Instruction will consist of lecture, small group activity, dyadic interaction, and experiential engagement. Students will receive live supervision in a laboratory setting with volunteer clients. Supervision will be provided live, on tape, and face-to-face.

Course Requirements/Assignments:

1. Attend all class meetings – attendance is essential for successful completion of your practicum experience.
2. Recruit three client volunteers.
3. Meet with three clients for three 50 minute sessions each, during the last two weekends of class.
4. Provide feedback to fellow class members in group supervision and directly following client session in verbal and written formats
5. Maintain a complete and up to date clinical record for each client
6. Begin to articulate a personal theoretical orientation and to demonstrate its application in sessions
7. Demonstrate appropriate counseling skills equivalent to a master’s level counselor (attending, empathy, respect, concreteness, genuineness, immediacy, and confrontation)
8. Provide informal case presentations to class during group supervision
9. Complete assigned readings prior to class meetings and be prepared to discuss
10. Actively and constructively participate in class discussion and group supervision meetings
11. Follow all ACA ethical guidelines
12. Accept and use supervisory feedback to improve counseling effectiveness
13. Use counseling skills and competencies such as:
   a. Opening and closing an interview
   b. Responding effectively to cognitive and affective content of clients’ communication
   c. Setting outcome goals with clients
   d. Planning change strategies with clients
   e. Employing a variety of counseling techniques, procedures, and resources as appropriate.
13. Reflect on and critically evaluate in-session counseling behaviors
14. Demonstrate awareness, knowledge and skills in counseling clients who are culturally different, including racial, ethnic, gender, sexual orientation or socioeconomic differences.
15. Recruit three clients for sessions the last two weekends of class
16. Complete audio taped practice sessions prior to seeing clients

**NOTE:** All students are expected to enter practicum with knowledge of the American Psychological Association ethical standards. In particular the ethical standards associated with client confidentiality rights and limitations and protection of client records. Students are expected to act in an ethical manner at all times. If an ethical dilemma arises, students are required to notify the instructor or one of the doctoral supervisors immediately. Violations of the ethical standards or clinic policies may result in failure of the course or dismissal from the program.

**Client Recruitment:** Each student is **required** to recruit three volunteer clients who will receive three sessions free of charge. This expectation has been discussed since the beginning of your program. If you do not believe you can meet this course requirement, please contact Dr. Helm immediately to discuss whether this is the time for you to take this course. It is expected that you will have volunteer names by the Friday of the 2nd week of class. Please do not rely on classmates to bring additional volunteers if you do not have all three of yours. Doing so limits that classmate’s ability to view sessions and participate in supervision and feedback sessions.

In accordance with the ACA 2005 Ethical Standards and established clinic policy the volunteer clients cannot be a spouse/partner, former spouse/partner, nor should they be first order relatives of the student (grandparents, children, in-laws). Each volunteer client will be expected to attend sessions on the 3rd and 4th weekends (in some combination of either, 2 session the 3rd weekend and 1 session the 4th weekend, or 1 session the 3rd weekend and 2 sessions the 4th weekend). Clients will not be seen twice on the same day. Sessions will begin at 5 pm (4 pm if absolutely necessary for the schedule of the volunteer) on Friday night (3rd and 4th weekends) and 9 am on Saturdays and Sundays. Each session is 50 minutes long. When recruiting clients students need to inform them that they will be videotaped and observed. Students need to ensure that volunteer clients are not in crisis and that they are not currently seeing another therapist. Students will provide the instructor the names and available times of volunteer clients during the second weekend of class. A final schedule will be made at that time.

**Grading:** This course is graded on an S/U basis. Students will receive feedback on their counseling and professional behaviors. The instructor will decide on the final grade after careful consideration of feedback from all evaluation sources (e.g., doctoral interns, individual supervision, group supervision, and classroom participation/interactions). There will be a mid-term evaluation during the third and fourth weekends during which specific feedback will be given to each student. Final grades will be based on counseling skills, participation in class discussions, completion of case notes, client conceptualization abilities, treatment planning and professional behavior.

**General Expectations:** This course meets for four weekends and due to the intensified schedule and nature of this course **you are expected to be at all scheduled class sessions.** While some events are
unavoidable, it is imperative that you attend all class sessions. Therefore, requests to leave early or miss sessions are discouraged. Additionally, you will be expected to have read all the assigned materials by the dates listed, no exceptions.

**Proof of Student Insurance:** All students are required to provide proof of liability insurance prior to seeing clients. Failure to provide this documentation will result in not being able to see clients and therefore not completing the course requirements. Please note, insurance is now free to student members of ACA. Please bring proof of insurance to the first day of class.

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**Academic Conduct:** Cheating on examination, submitting work of other students as your own, or plagiarism in any form will result in penalties ranging from an “F” on an assignment to expulsion from the University.


**Professional Conduct:** Students are expected to adhere to the appropriate code of ethics for their particular program. Any behavior deemed unethical will be grounds for dismissal from the program.

**Accommodations Statement:** Students who believe that they may need accommodations in this class are encouraged to contact the Disability Support Services, voice/TTY (970) 351-2289, or fax (970) 351-4166, or visit [www.unco.edu/dss](http://www.unco.edu/dss) as soon as possible to ensure that accommodations are implemented in a timely fashion.

**Diversity Statement:** The College of Education and Behavioral Sciences (CEBS) supports an inclusive learning environment where diversity and individual differences are understood, respected, appreciated and recognized as a source of strength. We expect that students, faculty and staff within CEBS will be accepting of differences and demonstrate diligence in understanding how other peoples’ perspectives, behaviors, and world views may be different from their own. Furthermore, as stated by UNC, “The University will not engage in unlawful discrimination in…educational services against any person because of race, religion, gender, age, national origin, disability, or veteran status. It is the University’s policy to prohibit discrimination in…educational services on the basis of sexual orientation or political affiliation.” Committee website for more information on our commitment to diversity ([http://www.unco.edu/cebs/diversity](http://www.unco.edu/cebs/diversity)).