

The University of Northern Colorado
School of Applied Psychology and Counselor Education
Course Syllabus
APCE 612: Practicum in Individual Counseling
Five Semester Credits
Summer 2024

Instructor: Dr. Kristin Myers
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Office Hours: By individual appointment. I will be available briefly after class and through e-mail and telephone. Other meeting times can be arranged if necessary.
Class Meeting Times: Friday (4 pm to 10 pm), Saturday (8 am to 5 pm), and Sunday (8 am to 4 pm). Additional times may be required as part of the practicum experience to facilitate clients and supervision times.
Class Meeting Dates: May 10-11, May 17-18, May 31-June 2 and June 7-9
Class Meeting Location: Extended Campus UNC-Denver/Lowry

Course Description: Course content includes direct instruction on basic 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.

Prerequisites: APCE 607 and APCE 657

Required Texts:

Young, M. E. (2009). *Learning the Art of Helping: Building Blocks and Techniques (4ed)*. Pearson Education: Upper Saddle River, NJ.

ISBN: 0-13-241029-X

Any Edition of this text will work for this course although we will need to check chapters etc when we first meet.

Pipher, M. (2003). *Letters to a Young Therapist*. Basic Books: New York, NY.

ISBN-10: 0465057675

ISBN-13: 978-0465057672

Chen, M. & Gibling, N.J. (2002). *Individual Counseling: Skills and Techniques*. Love Publishing: Denver, CO.

Please do not over pay for this text. It is often offered online for very high prices. Please consult the UNC bookstore for this text before paying an abnormally high price.

Register for Skillsetter Account. This account will have a fee and allow you to practice skills real time with our specific feedback. I will send an invitation and you will register and then we will discuss further in class.

Suggested Readings:

Yalom, I.D. (2002). *The Gift of Therapy*. Harper Collins: New York, NY.

KNOWLEDGE AND SKILL OUTCOMES: Upon successful completion of this course students will:

1. Students are covered by individual professional counseling liability insurance policies while enrolled in practicum and internship (CACREP Standard: 3.A) (met through proof of ACA insurance requirement).
2. Supervision of practicum and internship students includes program-appropriate audio/video recordings and/or live supervision of students' interactions with clients (CACREP Standard: 3.B) (met through Self Supervision Form, Feedback Form).
3. Formative and summative evaluations of the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship (CACREP Standard: 3.C) (Met through Student Evaluation Form).
4. Students have the opportunity to become familiar with a variety of professional activities and resources, including technological resources, during their practicum and internship (CACREP Standard: 3.D) (Met through readings, lectures, in-class discussion).
5. Students complete supervised counseling practicum experiences that total a minimum of 100 clock hours over a full academic term that is a minimum of 10 weeks (CACREP Standard: 3.F) (Met through Practicum Hours Log).
6. Practicum students complete at least 40 clock hours of direct service with actual clients that contributes to the development of counseling skills (CACREP Standard: 3.G).(Met through Practicum Hours Log, Student Evaluation Form)
7. Practicum students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the practicum by (1) a counselor education program faculty member, (2) a student supervisor who is under the supervision of a counselor education program faculty member, or (3) a site supervisor who is working in consultation on a regular schedule with a counselor education program faculty member in accordance with the supervision agreement (CACREP Standard: 3.H). (Met through Practicum Hour Log, Self-Supervision Form)
8. Practicum students participate in an average of 1½ hours per week of group supervision on a regular schedule throughout the practicum. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member (CACREP Standard: 3.I). (Met through Practicum Hour Log, Self-Supervision Form, Case Conceptualization Assignment)

9. Counselor education program faculty members serving as individual/triadic or group practicum/internship supervisors for students in entry-level programs have (1) relevant experience, (2) professional credentials, and (3) counseling supervision training and experience (CACREP Standard: 3.N). (Met through faculty licensure and certification)
10. Students serving as individual/triadic or group practicum/internship supervisors for students in entry-level programs must (1) have completed CACREP entry-level counseling degree requirements, (2) have completed or are receiving preparation in counseling supervision, and (3) be under supervision from counselor education program faculty (CACREP Standard: 3.O). (Met through doctoral degree program requirements)
11. Written supervision agreements define the roles and responsibilities of the faculty supervisor, site supervisor, and student during practicum and internship. When individual/triadic practicum supervision is conducted by a site supervisor in consultation with counselor education program faculty, the supervision agreement must detail the format and frequency of consultation to monitor student learning (CACREP Standard: 3.R). (Met through faculty informed consent, doctoral supervisor informed consent)
12. When individual/triadic supervision is provided by the counselor education program faculty or a student under supervision, practicum and internship courses should not exceed a 1:6 faculty:student ratio. This is equivalent to the teaching of one 3-semester credit hour or equivalent quarter hour course of a faculty member's teaching load assignment (CACREP Standard: 3.S). (Met through course cap requirements)
13. Group supervision of practicum and internship students should not exceed a 1:12 faculty:student ratio (CACREP Standard: 3.U).(Met through course cap requirements)
14. When counselor education program faculty provide supervision of students providing supervision, a 1:6 faculty: student ratio should not be exceeded. This is equivalent to the teaching of one 3-semester or equivalent quarter credit hours of a faculty member's teaching load assignment (CACREP Standard: 3.V). (Met through course cap requirements)
15. Self-care strategies appropriate to the counselor role (CACREP Standard: 2.F.1.1). (Met through readings, lectures, in class discussion)
16. The role of counseling supervision in the profession (CACREP Standard: 2.F.1.m). (Met through readings, lectures, in class discussion)
17. Ethical and culturally relevant strategies for establishing and maintaining in-person and technology-assisted relationships (CACREP Standard: 2.F.5.d).(Met through Case Conceptualization, readings, lectures)
18. Counselor characteristics and behaviors that influence the counseling process (CACREP Standard: 2.F.5.f). (Met through readings, lectures, in class discussion and Practicum Evaluation Log)
19. Essential interviewing, counseling, and case conceptualization skills (CACREP Standard: 2.F.5.g). (Met through readings, lectures, in class discussion and Practicum Evaluation Log)

20. Suicide prevention models and strategies (CACREP Standard: 2.F.5.1). (Met through readings, lectures, in class discussion and Practicum Evaluation Log)
21. Processes for aiding students in developing a personal model of counseling (CACREP Standard: 2.F.5.n). (Met through readings, lectures, in class discussion, Case Conceptualization, Practicum Evaluation Log)
22. Etiology, nomenclature, treatment, referral, and prevention of mental and emotional disorders (CACREP CMHC Standard: 5.C.2.b). (Met through readings, lectures, in class discussion Case Conceptualization, and Practicum Evaluation Log)
23. Principles, models, and documentation formats of biopsychosocial case conceptualization and planning (CACREP CMHC Standard: 5.C.1.c). (Met through readings, lectures, Case Conceptualization and Practicum Evaluation Log)
24. Impact of crisis and trauma on individuals with mental health diagnoses (CACREP CMHC Standard: 5.C.2.f). (Met through readings, lectures, in class discussion Case Conceptualization and Practicum Evaluation Log)
25. Cultural factors relevant to clinical mental health counseling (CACREP CMHC Standard: 5.C.2.j). (Met through readings, lectures, in class discussion and Practicum Evaluation Log)
26. Intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management (CACREP CMHC Standard: 5.C.3.a). (Met through readings, lectures, in class discussion, Case Conceptualization and Practicum Evaluation Log)
27. Techniques and interventions for prevention and treatment of a broad range of mental health disorders (CACREP CMHC Standard: 5.C.3.b). (Met through readings, lectures, in class discussion, Case Conceptualization and Practicum Evaluation Log)
28. Strategies to advocate for persons with mental health issues (CACREP CMHC Standard: 5.C.3.e). (Met through readings, lectures, in class discussion, Case Conceptualization and Practicum Evaluation Log)

COURSE CONTENT:

This course is designed for students to meet the CACREP 2016 Standards requirements for the completion of a supervised practicum experience. Students must complete a supervised practicum experience of at least 100 hours over at least a 10-week semester. 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.

Course Objectives:

1. To learn and develop fundamental counseling skills
2. To learn and develop intake skills, including data collection and initial diagnostic assessment
3. To further formulate a personal theory of counseling and apply this theory to clinical practice
4. To receive supervision on issues related to client and interpersonal issues
5. To follow the American Counseling Association (ACA) ethical guidelines and the UNC Psychological Services Clinic Manual
6. To formulate treatment and evaluation plans

Course Requirements:

1. Attend all class meetings – attendance is essential for successful completion of your practicum experience
2. Keep a reflective journal to be discussed further in class.
3. Meet all clients as assigned
4. Provide feedback to fellow class members in group supervision
5. Maintain a complete and up to date clinical record for each client and keep this record secure according to HIPAA and the Psychological Services Clinic Manual
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, reflection, immediacy, and confrontation)
8. Informal case presentation 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, UNC Psychological Services Clinic Manual, and the APCE Student Handbook
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 (use of reflections)
 - c. Setting outcome goals with clients
 - d. Planning change strategies with clients
 - e. Employing a variety of counseling techniques, procedures, and resources as appropriate.
14. Reflect on and critically evaluate in-session counseling behaviors
15. Demonstrate awareness, knowledge and skills in counseling clients who are culturally different, including racial, ethnic, gender, sexual orientation or socioeconomic differences.

Client Recruitment: Each student is required to recruit three volunteer clients who will receive three sessions free of charge in a telehealth format. In accordance with the ACA 2014 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 sessions 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 or three times in one weekend. Sessions will begin at 5 pm on Friday night (3rd and 4th weekends) and 9 am on Saturdays and Sundays. Our last sessions will be 9 pm on Friday and 3 pm on Saturday and 1 pm on Sunday. Each session is 50 minutes long. When recruiting clients students need to inform them that they will be videotaped and observed and the client must be in the state of Colorado. 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 on Friday evening. A final schedule will be made at that time and students must be prepared to have volunteer's times and dates finalized at that time. Additionally, considerations around fit for telehealth will be a part of our discussions with each client.

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 which specific feedback will be given to each student. *Final grades will be based on counseling skills, participation in class discussions, and completion of case notes, conceptualization abilities, treatment planning, and professional behavior during the entire practicum experience.*

General Expectations and Methods of Instruction: This course meets on weekends and due to the 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 a session are discouraged. Class participation includes being present for all class meetings, providing consistent and constructive feedback, being prepared for individual supervision, integrating supervisory feedback, and clearly demonstrating commitment to personal and professional development. Additionally, you will be expected to read all assigned material by the dates listed without exception. To achieve the objectives of this course and address the course content, the instructors will employ a variety of teaching interventions that will include small group discussions, individual projects, lectures, role plays, facilitated reflection, and simulated activities.

Additional Information

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.

Student Handbook: <http://www.unco.edu/dos/handbook/index.html>

PowerPoint Presentations: PowerPoint presentations used in class are for instructional purposes only and will not be released to the students for personal use.

Honor Code: All members of the University of Northern Colorado community are entrusted with the responsibility to uphold and promote five fundamental values: Honesty, Trust, Respect, Fairness, and Responsibility. These core elements foster an atmosphere, inside and outside of

the classroom, which serves as a foundation and guides the UNC community's academic, professional, and personal growth. Endorsement of these core elements by students, faculty, staff, administration, and trustees strengthens the integrity and value of our academic climate.

UNC's Policies: UNC's policies and recommendations for academic misconduct will be followed.

Portable Electronic Devices: Please extend courtesy to your instructor and fellow students by turning off your portable electronic devices such as: cell phones, pagers, and iPods. Although not an audio issue, text-messaging is a distraction to other students and prevents you from full participation in class. You should keep your portable electronic devices in your backpack or purse during class. Your personal electronic devices should not be on your desks. Additionally, any audio recording of class without the consent of the instructor and your classmates is an ethical violation. If you know that you may need to accept an emergency phone call during class or if you have children in childcare or school, please let the instructor know. If you need to take a phone call during class, please step out of the classroom while you complete your call. Thank you for your cooperation.

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.

Academic Conduct:

Cheating on examinations, 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.

Student Handbook: <http://www.unco.edu/dos/handbook/index.html>

Professional Conduct:

Students are expected to adhere to the appropriate code of ethics for the Applied Psychology and Counselor Education Program. Any behavior deemed unethical will be grounds for dismissal from the program.

Academic Integrity

Students are expected to practice academic honesty in every aspect of this course. Students who engage in academic misconduct are subject to grading consequences with regard to this course and/or university disciplinary procedures through the Dean of Students Office. More information about the academic misconduct process can be found in UNC's Student Code of Conduct (BEAR Code).

APCE Policy on Plagiarism: Plagiarism is the act of appropriating the written, artistic, or musical composition of another, or portions thereof; or the ideas, language, or symbols of same and passing them off as the product of one's own mind. Plagiarism includes not only the exact duplication of another's work but also the lifting of a substantial or essential portion thereof. Students who have engaged in the act of plagiarism will be given an "F" in that course. The matter will be referred to the Review and Retention Committee. The decision of the Committee

with regard to plagiarism includes the possibility that the student be dismissed from his or her respective program and from UNC.

Attendance

Students are expected to attend class regularly. Each instructor determines the relationship between class attendance, the objectives of the class, and students' grades. Instructors are responsible for articulating their attendance policies and their effect on grades to students. Students are responsible for knowing the attendance policy of each course. Only the instructor can approve students' absences. Students are responsible for requesting such approval. In an effort to create inclusive learning environments, instructors should not require doctors' notes to determine whether or not to excuse an absence. **Due to the condensed nature of this course, students cannot miss any portion of the class meeting times.**

University Statements and Additional Information

Please visit the following link for additional University Policies that pertain to this course:
https://www.unco.edu/center-enhancement-teaching-learning/teaching-resources/syllabus_statements.aspx

Tentative Course Schedule:

Weekend 1: Young Chapters 1-6, Part 1 in Pipher, Chen & Giblin Chapters 1 to 6 & Practicum Packet distributed by Dr. Murdock first weekend

Weekend 2: Young Chapters 7-15, Chen & Giblin Chapters 7-9, & Part 2 in Pipher

Weekend 3: Clinical experience

Weekend 4: Clinical experience

*Additional readings **will** be assigned by the instructor as class proceeds.

The instructor may make changes to the syllabus as the course proceeds. If this is necessary, these changes will be announced in class.