

COUN 794: ADVANCED INTERNSHIP III

CINCINNATI CHRISTIAN UNIVERSITY

DEPARTMENT OF BEHAVIORAL SCIENCES

Spring 2019 ▪ 3 Credit Hours ▪ Section 01 ▪ Mondays, 3:20p-6:00p

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COURSE PREREQUISITE

COUN 793: Internship II

COURSE DESCRIPTION

Advanced on-site training under the professional guidance of a Licensed Clinical Counselor with Supervision designation. Students will continue to gain experience with assessment, diagnosis, and treatment of clients while building additional skills needed to serve in a variety of community mental health agencies. Individual as well as group supervision will be provided as students are given the opportunity to process their growth as a professional.

COURSE RATIONALE

CACREP – This course is designed to meet the Council on Accreditation of Counseling and Related Educational Programs (CACREP) curriculum standards for masters training for internship as stated in (Section III.G.1-6). Individual and group supervision are required as interns complete a total of 600 clock hours, of which 240 must be in direct service. Internship is to occur in a clinical mental health counseling setting, “intended to reflect the comprehensive work experience of a professional counselor” (CACREP, *The 2009 standards*, III.G., p. 15).

Ohio – This course meets education requirements for Ohio Administrative Code (OAC) for internship 4757-13-01(A)(4)(d)(i) and 4757-13-01(A)(5), as well as the Ohio Revised Code (ORC) for eligibility for the PCC credential: 4757.22(C)(2).

Indiana – Educational requirements for Indiana Administrative Code 839 IAC 1-5-1(a)(6) is met by this course, as well as Indiana Code IC for eligibility for the LMHC credential: IC 25-23.6-8.5-3(1)(L) & IC 25-23.6-8.5-3(2). Please note: A total of 900 hours of internship is required in Indiana.

Kentucky – Course materials will satisfy the requirements of the Kentucky Revised Statutes (KRS) for Internship, 335.525 (1)(e), as well as the Kentucky Administrative Regulations (KAR) for eligibility for the LPCC credential: 201 KAR 36:070 1(d).

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OBJECTIVES

1. Supervised clinical experience in clinical mental health counseling totaling a minimum of 600 clock hours, which consists of at least 240 direct service hours to clients, including experience facilitating groups, using a variety of assessment instruments, technologies, and intervention resources for evaluation, diagnosis, and treatment, all contributing to the continued development of counseling skills: *CACREP III.G.1, 6; CMHC C.8; CMHC F.3; CMHC H.1, 2; CMHC K.1; CMHC L.1, 2, 3; MAC 2.b.*
2. Ability to effectively receive and provide individual and group evaluative feedback concerning counseling, especially as it relates to one hour per week of individual supervision, 1½ hours per week of group supervision, and through case presentations, live or taped observation, role plays, and peer interaction: *CACREP III.G.2, 3, 5.*
3. Ability to initiate, maintain, and terminate counseling relationships with diverse clientele through various stages of counseling, while integrating a personal theoretical model of counseling that promotes optimal human development, wellness, and mental health through prevention, education, and advocacy activities: *CACREP II.G.5.d; CMHC C.1; CMHC D.1, 2, 3, 5; CMHC F.2; MAC 2.b.*
4. Demonstrates appropriate clinical documentation and client case management skills, including the recognized need for consultation, crisis intervention, and/or community referral: *CACREP III.G.4; CMHC D.4, 7, 9; CMHC F.1.*
5. Ability to form professional collaborative relationships through supervision, staff meetings, in-service opportunities, and networking: *CMHC A.3.*
6. Address professional and personal growth issues that influence professional competency, including an awareness of individual differences: *CACREP II.G.1.d; CACREP II.G.5.b; MAC 1*
7. Demonstrates an understanding of and professional identification in clinical mental health counseling, especially through participating in counseling organization such as ACA, AMHCA, AACC, and OCA: *CACREP II.G.1.f, g; CMHC A.4, 8; CMHC C.9.*

METHOD OF INSTRUCTION

1. Experiential learning will take place at a designated counseling site under professional supervision. It is expected that students meet their hourly requirements by completing 300 hours in both Internship I and II. Internship III is an elective course for students needing to complete additional hours. Any student who does not complete their required hours at the end of 794 must make a formal petition to the faculty to continue in Internship. Advanced Internship III, COUN 794 is designed to be taken for one semester. Special hardship situations will be individually considered. After a student's internship hours are met, any additional semesters of fieldwork must be completed by taking Advanced Practicum.
2. Classroom instruction will include a weekly 1.5 hours of a supervision group that meets CACREP requirements, as well as additional academic time to meet the CCU credit hour requirements. Case studies will be utilized for the practice of conceptualization, assessment, diagnosing, and treatment planning. Students will process their experiential learning in a group seminar format, providing constructive feedback to one another, and through a reflective journal. Learning will be facilitated via discussion of readings, application to cases, role-plays, experiential class activities, and written assignments. Students will take more of a collaborative role in leadership in this course. Each semester may be slightly different depending on the needs and interests of the students. *It is essential that students prepare for class by reading assigned material prior to class.*

REQUIRED MATERIALS

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Canvas and Email: All students enrolled in this course are required to check Canvas and their email weekly for the duration of the course. Course announcements, changes to the syllabus, and memos from the instructor will be distributed via Canvas and/or email. Students are responsible for all information distributed in this manner.

Required Readings:

Students will read articles selected from peer reviewed journal articles, which focus on diagnoses and/or other clinical issues. Students are required to join ACA and will also explore numerous readings from various divisions' journals and web site resources as needed. An additional cost may be incurred if a seminar or workshop is selected to attend.

GRADING / EVALUATION

Clinical Assignments – 100 points total		Classroom Assignments – 100 points total	
Formative Evaluation	40 points	Journal	15 points
Learning Contract #1	10 points	Case Presentation & Intervention	50 points
Summative Evaluation	40 points	Articles (1 @ 30 pts each)	30 points
Learning Contract #2	10 points	Class Participation	Expected
Contracts, CT status, Insurance, Hourly Logs, Supervisor Evaluation, Site Evaluation, Clinical Services Report, Confidentiality Statement, Ethics Statement, Permission to Verify Statement	Pass/Fail		

Grade	Points	Percentages	Grade	Points	Percentages
A	190-200	95- 100%	A -	184-189.99	
	92-94.99%		B	172-177.99	86-88.99%
B +	178-183.99	89- 91.99%	C +	160-165.99	
B -	166-171.99	83- 85.99%	C -	148-153.99	
C	154-159.99	77- 79.99%	D	136-141.99	
	74-76.99%				
D +	142-147.99	71- 73.99%	F	≤ 129	
	68-70.99%				
D-	130-135.99	65- 67.99%			
< 64.99%					

Students will receive one grade for their clinical skills and another grade for academic assignments. The two grades will then be averaged together for a final course grade. In accordance with rule 4757-3-01 (J) (1) from the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board, you must receive a B- (83%) or higher in this course for it to count towards your MAC degree or licensure. **However, no**

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grade of A or B, regardless of performance on other classroom assignments, will be assigned to any individual who fails to perform at the 83% level clinically. A specific remediation plan will be required if progress academically and/or clinically is not up to satisfactory levels. Students may be required to repeat Internship III as part of remediation.

Please Note: Appropriate rubrics will be provided in class for assignments.

Clinical Assignments

- ***Formative and Summative Evaluations:** Supervisors will provide comprehensive qualitative and quantitative evaluations of the student's clinical work. A formative evaluation will be completed near the middle of the semester, and a summative evaluation will be completed near the end of the semester. After reviewing the clinical supervisor's evaluation, the internship instructor will complete an instructor evaluation and assign points. Additional evaluation factors include but are not limited to professional behaviors, group process skills, and communication skills, as demonstrated in group supervision. If clinical skills are deemed deficient, the student may be placed on a remediation plan to assist in skill development (see MAC Program Handbook for more details). Students may also be asked to enter personal therapy if deemed beneficial for professional and personal growth as part of a remediation plan. The 40 points for each evaluation will be assigned in the following manner:

- Clinical supervisor evaluation 20 points
- Internship instructor evaluation 20 points

This is an indicator assignment and must be uploaded to Taskstream.

Course objectives: 1, 2, 3, 4, 5, 6, & 7

- **Learning Contracts** – Students will develop (with their supervisors) a Learning Contract with behavioral SMART objectives (specific, measurable, attainable, realistic, and timely). Contract #1 is due on week one and contract #2 after the formative evaluation. Students may have their Learning Contracts returned if the goals and objectives are not SMART and must complete them again until the full point value is reached.

10 points each

Course objectives: 1, 2, 3, 4, 5, 6, & 7

- **Professional Contracts** – Students must complete the Internship Agreement between the placement site, the student and the counseling department, as well as the Supervision Contract.

Pass/Fail

Course objectives: 1 & 5

- **CT Status** – Students must register with the appropriate state credentialing board as required, (e.g., in Ohio, registration as a Counselor in Training with the CSWMFT Board). Criminal background checks must be completed as part of this process (ORC 4757.101).

Pass/Fail

Course objectives: 1 & 7

- **Confidentiality Statement, Ethics Statement, and Permission To Verify Enrollment Statement**—Students must complete these items on Taskstream on or before the first day of

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class. Pass/Fail

Course objective: 1

- o **Insurance** – Students must obtain malpractice insurance through the MAC program instructions during.

Pass/Fail

Course objective: 7

- o **Supervisor Evaluation**—Students must complete an evaluation of their supervisors on Taskstream.

Pass/Fail

Course objective: 1

- o **Site Evaluation**—Students must complete an evaluation of their internship sites on Taskstream.

Pass/Fail

Course objective: 1

- o **Clinical Services Report**—Students must submit the clinical services report documenting their total number of internship hours completed at the end of the semester on Taskstream.

Pass/Fail

Course objective: 1

- o **Hourly Logs** – Students must submit accurate documentation weekly to the Internship Coordinator, after being signed by the student and the on-site clinical supervisor.

Pass/Fail

Course objectives: 1 & 7

Classroom Assignments

- **Journal** – Students must maintain an on-going journal of your personal reflections and growth as a developing professional. Attention should be given to labeling of feelings and individual creative expressiveness. At least 3 different forms of journaling must be utilized by the end of the semester. Specific topics may be provided to meet the class objectives as part of the journal requirement. A minimum of 1 entry per week must be submitted.

15 points

Course objectives: 2 & 6

- **Case Presentations & Interventions** - Each student will complete one or two (30 to 45 minute) case presentation(s) depending on class size and semester length. The case will be in the form of a written case report and will include psychosocial history, assessment, diagnosis, treatment implemented, critical issues, etc. Students will also complete a written description of their rationale for presenting the case, as well as supervision needs. In addition, one potential intervention should be demonstrated and instructions shared with the class in a handout. Handouts outlining specific expectations and requirements will be given in class.

50 points

Course objectives: 1, 2, 3, & 5

- **Article Sharing and Discussion for Mentorship**– Students will select and read **one** (1) current article (no older than five years old) from peer reviewed journals over the course of the semester discussing material applicable to a diagnosis and/or clinical issue. Students will share the article

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with the class prior to the assigned date. Students will then lead the class discussion on the article, highlighting how the article can be applied to work with clients.

30 total points

Course objectives: 5, 6, & 7

- **Participation** - Attendance and active participation at all weekly class/group supervision meetings, as well as weekly on-site supervision.

Expected

Course objectives: 2 & 5

IMPORTANT NOTES

Attendance and Participation:

Because active discussion and experiential exercises are integral parts of the learning experiences in this course, class attendance is expected and participation in class activities and assignments is critical to your success in the course. If, for any reason, you are unable to attend class, you are still held responsible for all in-class material and any announcements made during class. Your participation grade for the class may be affected by any absences. The instructor may also add additional assignments for any absences. Be sure to inform the Instructor before the class begins. As indicated in the University's attendance policy, a student who misses more than two class will fail the class due to absences. The third absence will result in the grade of FA (failure due to absences). If you miss more than one class, you will be required to reapply for readmission to the class with the Registrar's office, which is rarely allowed. The one absence is not an entitlement for students. In addition, coming to class late or leaving early, without prior notification to the instructor, may be counted as an absence.

Late Assignments/Quality of Work:

The quality of all assignments should be that of a graduate level. Any work that does not meet those standards will have points taken off, and the student will be expected to resubmit the work. Late assignments (except journals) will be accepted but there will be a 5% penalty per day.

Christian Component:

Throughout this course students will be encouraged to evaluate the material presented from a Christian perspective. All readings, assignments, discussions and lectures will be examined from a Biblical viewpoint as we strive to integrate faith with professional counseling material.

Ethical Requirements:

Providing for client welfare is a primary concern for all counselors and counselor trainees. All Interns are expected to follow the ACA Code of Ethics, AACC Code of Ethics and the State of Ohio rules and regulations, as provided by the Ohio Counselor, Social Worker, Marriage and Family Therapist Board. See the MAC Program Handbook for additional information. Under no circumstances should identifying information about clients ever be used in class. All case studies should refer to client type situations and generalized information. Case presentations, which do not disguise the identity/nature of the individual, will not be allowed. The client should be referred to by a fictitious name. The legal limits of confidentiality should be considered in all situations. Failure to follow ethical and legal obligations may result in remediation, expulsion from Internship, or expulsion from the Master of Arts in Counseling

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(MAC) program. Students will be required to sign an ethical statement at the beginning of each academic year.

For Your Personal Consideration:

Internship Class is a time of supervised observation and personal reflection. If you do not wish to reflect on your strengths and weaknesses, skills and abilities, development as a counselor, and any personal issues that may get in the way of serving your clients, this is not the course to take. You are responsible for not divulging any personal information that you would not want shared. At the same time you are encouraged to take appropriate risks that could lead to insight and growth. Information shared by other students should be respected and not shared outside of class. **IT IS YOUR RESPONSIBILITY TO DETERMINE IF THIS IS THE RIGHT TIME TO TAKE THIS COURSE.** The course requirements are planned to support your learning. Students should strive to complete a total of 300 hours during the semester. Failure to meet the minimum may result in a grade of (I) incomplete at the end of the class. Students who fall too far behind will be required to re-enroll in COUN 794 for another semester if the faculty grants permission to do so or to take Advanced Practicum.

Accommodations:

Disability Services: Students who require academic accommodations due to a documented physical, psychological, or learning disability should request assistance from the Student Services Department within the first two weeks of class. The Student Services Center is located on the 200-level of the Presidents Hall. You may also contact the office by phone ([513.244.8150](tel:513.244.8150)) or email studentlife@ccuniversity.edu. Please inform your instructor of your need for assistance

Academic Dishonesty:

Cheating, plagiarism, and all other forms of academic dishonesty will NOT be tolerated. All incidents of academic dishonesty will be dealt with in accordance to university regulations (see *CCU Student Handbook*), which will be decided by the Committee on Academic Integrity.

Flexibility Clause:

This syllabus is NOT a binding contract. The Instructor reserves the right to amend any part of this course syllabus, as deemed necessary, to offer the best possible educational experience for students. All modifications to the syllabus will be announced in class and/or email.

COURSE SCHEDULE

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* Denotes assignment will be done in class Journal = J

Date	Class Topic	Reading(s) Due	Assignments Due
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1/28 Week (1)	Introduction to Course Constructive Feedback	<i>The Successful Internship</i>	Intern Data Sheet* Copy of CT Status Agency & Supervisor Contracts
2/4 (2)	Supervision Issues Evaluation Process		Learning Contract #1 Journal
2/11 (3)	Self care issues Safety issues		Journal
2/18 (4)	Group Supervision		Journal
2/25 (5)	Group Supervision		Journal
3/4 (6)	Group Supervision		Journal Formative Evaluation
3/11	SPRING BREAK		
3/18 (8)	Group Supervision Mentorship Activity		Learning Contract #2 Journal
3/25 (9)	Resource Sharing Mentorship Activity		Resource Tool Box Journal
4/1 (10)	Group Supervision Mentorship Activity		Journal
4/8 (11)	Professional & Ethical Issues Documentation Mentorship Activity		Journals

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4/15 (12)	Group Supervision		Journal
4/22 (13)	Group Supervision		Journal
4/29 (14)	Group Supervision		Journal
5/6 (15)	Influences Group Supervision		Summative Evaluation