

**Lewis & Clark College Professional Mental Health Counseling  
& Professional Mental Health Counseling – Specialization in Addictions  
MHC 580 Practicum in Counseling  
Syllabus Cover Sheet**

Required Objectives:

Professional Counseling Identity (CACREP 2016 Standards)

- 1i. ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling
- 5g. essential interviewing, counseling, and case conceptualization skills
- 5l. suicide prevention models and strategies
- 5m. crisis intervention, trauma-informed, and community-based strategies, such as Psychological First Aid
- 7b. methods of effectively preparing for and conducting initial assessment meetings
- 7c. procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide
- 7d. procedures for identifying trauma and abuse and for reporting abuse
- 7e. use of assessments for diagnostic and intervention planning purposes

Entry-Level Specialty: Clinical Mental Health Counseling (CACREP 2016 Standards)

- C2l. legal and ethical considerations specific to clinical mental health counseling
- C3a. intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management
- C3b. techniques and interventions for prevention and treatment of a broad range of mental health issues
- C3c. strategies for interfacing with the legal system regarding court-referred clients
- C3d. strategies for interfacing with integrated behavioral health care professionals
- C3e. strategies to advocate for persons with mental health issues

## MHC and MHCA 580—Practicum in Counseling

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503-768-6074 (office)

Office hours:  
A link to schedule during my office hours is provided on the Moodle page

[arees@lclark.edu](mailto:arees@lclark.edu)

**Class Format:** Class will be held in person this semester, but the information is included here for Zoom classes in the event we need to pivot to hold class online due to COVID. Please follow all graduate school and program guidelines for online instruction. Campus is open for students to access computer labs as needed. Please see campus guidelines for safety protocols.

**Zoom Classes:** I will have the Zoom sessions open 15 minutes prior to class start time, please come early to hang out with each other! Focus and participation in class is expected just as it would be if we were in person. Please do not engage in other activities during class time that are unrelated to the class activity. This is not a passive learning course, it's interactive and group oriented. When your classmates are speaking they will appreciate being able to see that you are listening. Attending to your non-verbal behaviors online (smiles, nods, eye contact) contributes to everyone feeling like a part of the community.

### **Online Class Expectations: From the program handbook**

Norms for Synchronous class meetings:

- Log on to Zoom at least 5-10 minutes in advance in case of any technical or logistical issues and also to enable the assignment to breakout groups prior to the beginning of class.
- If you'd like to add your pronouns to your Zoom window, write them next to your name in your profile.
- Locate yourself in a place with little to no background noise and disruption.
- Turn your camera on unless you've spoken with your instructor about camera use.
- Make sure there is adequate lighting so that you can be seen.
- Use headphones/earbuds if needed to minimize background noise.
- Decide how you will take notes while keeping Zoom screen open.
- Remain on mute unless speaking or otherwise instructed.
- If you are having technical difficulties, or know you will be late, make sure to send a google chat/email to the professor BEFORE class begins.
- Be aware of issues involving confidentiality, especially for practicum and internship.
- Any pets that interrupt should be introduced; you are encouraged to call them your colleague.

**Course Description:** This class is designed to provide instruction and supervision to first and second semester practicum students working with clients at the Lewis and Clark

Community Counseling Center. Students will receive live supervision and feedback as designated by CACREP requirements. The focus of the class will be to provide ethical and competent client care while working within the parameters of time (typically one semester), student theoretical orientation and client issues/goals. Skills that will receive particular attention will include developing a therapeutic relationship, counselor empathy and compassion. The recognition of the impact of race, culture, gender, sexual orientation and poverty as well as other societal and political influences that define the context of the therapeutic relationship will be highlighted as well. A beginning knowledge of client assessment and the development of treatment planning (including articulating the goals, objectives and interventions) will be developed. The establishment of a self-care practice and development of professional boundaries will be central as students become aware of countertransference and vicarious trauma while growing professionally as a counselor.

**Catalog description:** Working with clients in the practicum clinic, agency or school setting (eight to 10 hours per week, 100 hours total) under intensive supervision from CPSY faculty, developing the therapeutic relationship and basic counseling competencies. Students are expected to demonstrate personal characteristics and professional conduct necessary for effective, ethical counseling. [Up to] two semesters, 3 credit hour each required.

*Note: If you have a disability that may impact your academic performance, you may request accommodations by submitting documentation to the Student Support Services Office in the Albany Quadrangle (x7156). After you have submitted documentation and filled out paperwork there for the current semester requesting accommodations, staff in that office will notify me of the accommodations for which you are eligible.*

**Textbook:** Course readings and resources may be posted to the course Moodle page.

**All students must also purchase an IronKey hardware-encrypted Basic series flash drive, s250 and d250 or higher, if they will be working on client-related material away from the clinic.**

Course Requirements: To successfully complete the clinical practicum, the student must satisfactorily complete a minimum of 100 clock-hours of counseling activities with at least 40 of these hours in direct contact with clients over the two semesters of practicum. Students must keep approved and complete documentation of client sessions and other documentation required by the Lewis and Clark Counseling Center. Students must receive minimal 1s and no 0s on the Professional Qualities Evaluation and must perform at a satisfactory level on the Practicum Evaluation Form. Activities that can be counted toward the 100 hours may include such professional activities as consultation, coordination, supervision, documentation, case conceptualization, and research/study/learning related to counseling or client issues. In the course of completing these activities, the student will be expected to demonstrate a wide variety of counseling techniques and communication skills. At the end of the semester, the student must document the amount of time they were engaged in these activities, and submit to your instructor.

**Additionally, students will be required to transcribe one whole session with a client during Practicum I or Practicum II (if you did not complete a transcript in Practicum I). The transcription and a transcription-response reflective paper (minimum of five pages) will be due at the end of the semester.**

**This requirement is waived as long as the clinic is in COVID closure and providing only online services.**

### **Practicum II Students Only:**

Those who will be full-time Practicum II students are *required* to take the Counselor Preparation Comprehensive Examination (CPCE) or another comprehensive exam adopted by the program, that will be offered on the Lewis & Clark campus. The test is approximately 4 hours long and will be administered by Lewis and Clark staff. Part-time students will work with their advisor on the most appropriate timing to take the CPCE.

**Grading:** This class is graded using Credit/No Credit. Each student will be evaluated in the areas of counseling competence including use effective use of micro skills, theoretical knowledge, self-awareness, and ethical practice. Case presentations during group supervision, case conceptualization, effectiveness of oral and written communication, as well as openness to feedback and supervision will all be considered in the grade. Evaluation methods may include (any and/or all) written work, observation, tape or audio review, transcriptions, case presentations, supervisor evaluations and in class participation along with timely completion of all class assignments. Evaluation of satisfactory performance will be made by your instructor.

Additional notes about grades:

- The instructor will make final decisions about grading.
- Failure to complete class requirements may include a deferred grade as well as the possible enrollment in an additional semester of practicum.

- Failure to complete the required number of direct service hours in a semester may result in a deferred grade with the possible enrollment in an additional semester of practicum.
- If your direct hours are low, you are strongly encouraged to pursue a secondary practicum! See your instructor of record for more info
- Failure to follow Ethical Guidelines of the profession will require a meeting to determine the next steps for addressing the concerns.
- Some students require more than two semesters of practicum to develop and demonstrate the requirements of a master's level counselor.
- Students must be ready to move onto Internship in order to pass Practicum.
- Occasionally personal issues or life events will make it impossible for a student to move forward in their growth as a counselor and they will be encouraged or required to take some time off for self care.

**Ethical Guidelines:** Students are expected to follow the ethical guidelines put forth by the American Counseling Association and to seek supervision when there is case confusion or an ethical dilemma to be resolved. Failure to follow ethical guidelines and/or non-disclosure of ethical problems and the seeking of appropriate supervision may result in dismissal from the practicum and/or counseling program. To follow ethical guidelines in relation to clients and to respect the work of our peers it is of fundamental importance that the contents of group discussion be regarded as absolutely confidential.

**Confidentiality and Informed Consent:** Students will make their clients aware they are enrolled in the M.A. or M.S. program in Professional Mental Health Counseling at Lewis and Clark College and that they are working under supervision. Clients should know that they are being observed and videotaped and that the counseling experience will be discussed for training purposes.

**Informed Consent, Professional Disclosure Statement, and other forms** will be used with all clients that delineate what information about them will be used (and how it will be protected) and for what purpose. Clients under the age of 14 must have the forms signed by a parent or legal guardian. This informed consent is required in addition to any of the other forms. Students will be vigilant in keeping records and tapes secure during transportation for the purpose of keeping client information confidential.

**Mandated Reporting:** Students will make mandated reports in accordance with Oregon law. Any questions about what constitutes a report or how to make a report should be immediately discussed with your instructor or the back-up supervisor. Students will utilize policies and forms related to making mandated reports as provided at the Lewis and Clark Community Counseling Center.

**Attendance:**

- It is essential that students attend each class session to receive credit for the required supervision and to provide reliable, ethical, and competent client

- care.
- Any missed classes will require make-up work including any of the following; written work including research, transcript of counseling session and professional reading with written review.
  - Any “planned absences” must be discussed with and approved by the course professor at least two weeks in advance of the absence.
  - In case of illness and true emergencies, please notify site supervisor, center supervisor, and your client as soon as possible.
  - More than one absence a semester could result in a failure to complete the class.
  - Any unexcused absences or failure to notify supervisors of absences will also result in the loss of supervision credit and counseling hours for that week as well as a meeting with the campus supervisor to determine outcome which might include receiving a failing grade for the class. • Late to class: More than 20 minutes will require make-up work at the discretion of the professor. Please implement the necessary boundaries for leaving work or internship sites on time. Arriving late impacts the work of your classmates.

**Laptops and Cell Phones:** Due the experiential nature of the class laptops may be used only when designated by the instructor. Cell phones must be silenced and text messaging is not allowed during class time. If there is an emergency you may exit the class to use your cell. Laptops and cells phones may of course be used on breaks.

### **Students with Disabilities**

If you have a disability that may impact your academic performance, you may request accommodations by submitting documentation to the Student Support Services Office in Albany Quadrangle (503-768-7192). After you have submitted documentation and filled out paperwork there for the current semester requesting accommodations, staff in that office will notify me of the accommodations for which you are eligible.

### **Course topics to be addressed as needed in supervision and in Moodle readings..**

1. Documentation of hours
2. Professional Self-Disclosure Statements
3. Required documentation
4. Intakes/Assessment (client issues and contextual/societal issues)
5. Time-limited, theoretically consistent treatment planning
6. Assessment of suicide and suicide treatment
7. Safety planning

Schedule:

MHC 580 meets M 1/9, 1/30, 2/13, 2/27, 3/13, 4/3, 4/17

1/9 : Introductions, syllabus review, documentation review, care notes and intake assessments

1/30 ; Case Presentations

2/13 Case Presentations

2/27 Case presentations

3/13 Case Presentations

4/3 Case presentations

4/17: Case presentations