

Lewis & Clark
Graduate School of
Education and Counseling



MHC 580: Practicum in Counseling

Spring Semester, 2024

Instructor:	Jeffrey Christensen, Ph.D., LPC
Class Day and Time:	Monday 9am- 12pm (3 hour bi-weekly; 21 contact hours)
Dates of Class:	1/8; 1/29; 2/12; 2/26; 3/11; 4/1; 4/15
Class Location:	York 114
Office Location:	Rogers 329
Office Hours:	Arrange by email
Phone:	503-768-6071
Email (preferred):	jchristensen@lclark.edu
Prerequisite:	Advisor consent
Credit:	3 hours

Required Text

(additional readings may be required)

Additional Materials & Equipment Required

Not Applicable

Course Description

Working with clients in the practicum clinic, agency or school setting (eight to 10 hours per week, 150 hours total) under intensive supervision from CTSP faculty, developing the therapeutic relationship and basic counseling competencies. Students are expected to demonstrate personal characteristics and professional conduct necessary for effective, ethical counseling. Two semesters, 3 credit hours each required.

Course Goals and Objectives

1. To develop the skills, attitudes and knowledge to be qualified for employment as an entry-level professional counselor.
2. To develop entry-level skills in establishing a constructive working relationship with clients, assessing client needs, goals and relevant cultural and personal contexts, forming accurate diagnoses, developing sound treatment plans, and evaluating client progress.
3. To develop familiarity with and use of person-centered, culturally appropriate relationship skills and a collaborative approach to working for change, commonly referred to as assessment and treatment intervention.
4. To learn to identify and use evidence-based practices to inform judgments in assessment, intervention, and evaluation of outcomes.
5. To establish a successful working relationship with supervisors and peers in an internship setting and internship supervision group on campus.
6. To document work in formats accepted in professional settings.
7. To understand the work environments, expectations and requirements for effective work in client service settings, and to demonstrate competence in meeting those standards.
8. To identify and respond to ethical issues, problems and dilemmas using knowledge and procedures that meet current professional standards.

CTSP Department Attendance Policy

Class attendance is expected and required. Any missed class time will be made up by completing extra assignments designed by the instructor. Missing more than ten percent of class time may result in failure to complete the class. This would be 4.5 hours of a 45 hour class (3 credits), 3.0 hours for a 30 hour class (2 credits) or 1.5 hours for a 15 hour class (1 credit.) In case of extreme hardship and also at the discretion of the instructor, a grade of incomplete may be given for an assignment or the entire course. In such cases, the work to be submitted in order to remove the incomplete must be documented appropriately and stated deadlines met. Students are expected to be on time to class and tardiness may be seen as an absence that requires make-up work.

***Note for 580 and 582 & 583 classes specifically**

Because class only meets every other week, any missed class must be made up for credit of this course. This can be done by attending a section the following week or by reaching out to other instructors of this course and attending their session. It is advised that this is done seldomly, as group supervision is best done with your assigned group supervision colleagues. Additionally, it is not advisable to have more than one group supervision class a day.

Disability Services Statement

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 (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 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 a satisfactory level on the Practicum Evaluation Form (mostly 2's). 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.

Technical Requirements.

Tech Requirements: While the class can be offered in-person, it is suggested that you have readily accessible means to access the class via Zoom, to account for any unforeseen changes. Regardless of means of attendance, Moodle will be used throughout the semester. Moodle will be used as the primary course site and is where students will upload required documentation (i.e. CARE notes, hour logs, etc.). Moodle will also be used to disseminate additional readings based off class discussion or clinic resources. Log in to moodle.lclark.edu using your Lewis & Clark ID to access our class. Zoom will be used for synchronous class sessions at the scheduled time. I will email you a link for each of our class. Be sure to check your email.

Group Supervision for Practicum 1 and 2 students:

You are expected to attend a group supervision section with core faculty of at least three hours every other week as a three hour class (21 hours per semester). You will also receive additional live supervision for your respective site supervisor during your clinical experience at the LCCC (15 hours per semester). During class time, client case conceptualizations will be discussed, as well as general processing and/or concerns that may have arisen during your practicum experience.

The experiential component of practicum is essential to the continuing development of all counselors in training, and this time will be devoted to crystalizing the reflective practice that arises when working with client populations. In addition, this time can be used to cover any specialized form of practice or areas that the group feels is relevant and/or interesting in covering. More discussion will take place over the course of the semester as to what these areas could be.

Triadic Supervision for Practicum 2 students:

Students in their second semester of practicum will receive one hour of weekly triadic supervision with their clinic supervisor sometime outside the first and last hour of group supervision class. This time will provide a more in-depth analysis of work done with clients. Case conceptualizations of clients with potential diagnoses, identification of key clinical skills used, and justification of methods will be discussed. It is the hope, that covering these areas will provide a more intentional approach in your work with clients. An essential component to successful counseling and rapport is utilizing “Self as Counselor” and this time will be focused on developing that.

Assignments:

All assignments will be due at the start of class on the dates determined or outlined in the syllabus and are expected to be completed thoroughly and in a timely fashion. Most of the work in the Practicum Clinic is experiential and part of the therapy and administrative processes of the clinic, supervision segments and counseling relationship.

- **Practicum I - Case Conceptualization and Presentation** – During the course, students will do a thorough case conceptualization of a client to the rest of the class. This presentation should be no more than 10-15 minutes and should also expect about 20 minutes for questions and feedback from the class. The presentation is expected to be done via a PowerPoint of similar format style and will include the areas;
 - *Chief Complaint/Presenting problem*
 - *Demographic Data*
 - *History of present illness*
 - *Psychiatric/Medical concerns*
 - *Family/Environmental Stressors that can influence treatment*
 - *Substance Use, Abuse, Dependence history of client and family*
 - *Client strengths/growth areas*
 - *Diagnostic summary (for Practicum II students)*
 - *Treatment plan with theoretical orientation (treatment goals should be realistic, timely and measurable)(For Practicum II students)*
 - *Theoretical Approach/Conceptualization (For Practicum II students)*
 - *Ethical Considerations*

- *Specific questions for feedback*

Update for Spring 2024

Because clients at the clinic can vary between telehealth and in-person, recording of client sessions may be more sporadic. In the event, that you are working with a client and have access to recordings it is strongly encouraged to bring a five-minute clip of your sessions for your presentation.

- **Practicum II - Case Transcription, Conceptualization, and Presentation** – Case conceptualization to follow the same areas as above. The Case Transcription will cover a full session transcription with one of your clinic clients. Be sure to include non-verbal behaviors and anything that may be of relevance to the therapeutic process. Note the specific interventions/counseling skills that you used and why you used those specific skills. A transcription can be found on the Course Moodle page. After the transcription, write a minimum 5 page reflection on your general thoughts/critiques of the session and anything learned from the transcription and watching yourself in practice.

Update for Spring 2024

No transcription or 5 page reflection paper is needed at this time, due to varying ability to record counseling sessions.

- **Any off-site transport of counseling sessions recorded on-site at the Lewis & Clark clinic must be done so using an encrypted thumb drive. The required/recommended device is the IronKey Basic series e250 or d250. Mac users will need the d300S**

Practicum II Students Only:

Those who will be full-time Practicum II students are *required* to take the Counselor Education Comprehensive Examination (CECE) that will be offered sometime in the semester (usually the 11th week). The exam is given over Moodle, though students are expected to take it at a predetermined date and time.

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 instructor. Please implement the necessary boundaries for leaving work or internship sites on time. Arriving late impacts your clients and the work of your classmates.

Additional Requirements and Expectations

End of Semester Documentation:

You will each receive a link from Graduate School staff to our online database SalesForce. This link will be how you record your hours at the clinic and should be updated at least once a month. Each time you submit these hours, your clinical supervisor will receive a notification to approve these hours. It is important that your supervisor be able to approve these hours before you begin internship, as they can not count toward your grade until that approval is given.

Additionally, all forms we collect will be submitted via Moodle (a specific page for documents, not of this class). We will provide some time in class to go over these details.

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 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.

Important Dates:

Classes End April 27th

Final Grades due 9am April 30th

Spring Break Mar. 23rd – Mar. 31st

Summer Semester Begins May 6th

Course Outline

This outline is designed to be our schedule for the Spring semester. It is our primary planning document and if there is a change needed, it will be discussed in class. Topics denoted in *italics* are possible topics only and open for discussion.

DATE	TOPIC(S)	ASSIGNMENT
1/8	Introduction to Course Introductions, class expectations, review syllabus. Topics to be discussed throughout semester.	Read Syllabus & Cover Sheet Case Presentation Sign-up Sheet
1/29	Client Concerns, or identified topic for discussion. <i>Telehealth in the time of COVID-19</i>	Case Presentation #1 Case Presentation #2
2/12	Client Concerns, or identified topic for discussion. <i>Mandatory Reporting/Ethics</i>	Case Presentation #3 Case Presentation #4
2/26	Client Concerns, or identified topic for discussion. <i>Integrating Theory into Practice</i>	Case Presentation #5 Case Presentation #6
3/11	Client Concerns, or identified topic for discussion. <i>Working w/ Challenging Clients/Self-disclosure</i>	Case Presentation #7
4/1	Client Concerns, or identified topic for discussion. <i>Counselor Burnout/Self-Care</i>	Case Presentation #8
4/15	Client Concerns, or identified topic for discussion. Wrap-up	Case Presentation #9