



COUN 8220 | COUNSELING PRACTICUM | FALL 2023

PREREQUISITES & COREQUISITES

Prerequisites: COUN 8010, COUN 8030, COUN 8040, COUN 8200, COUN 8280, COUN 8400, COUN 8516, COUN 8520, COUN 8920

Co-requisites: COUN 8360, COUN 8610, COUN 8700, COUN 8800

COURSE DESCRIPTION AND CONTENT AREAS

COURSE PURPOSE

This course provides applied clinical experience in a closely supervised setting.

- 1.1 This course is the first of a series of three sequential applied clinical courses. Students will integrate developing knowledge related to counseling theory and technique in their provision of therapeutic services to clients in an applied setting. Students will be provided with regular, ongoing supervision by licensed faculty, and/or licensed professionals in an approved community setting.
- 1.2 This course is designed to provide students with a closely supervised applied clinical experience. Students will continue to develop and build on existing clinical skills related to intake and risk assessment, crisis management/intervention, case conceptualization, treatment planning, brief treatment, professional consultation, clinical documentation, and a variety of additional administrative roles and functions.
- 1.3 This course is required for all graduate students admitted into the Clinical Mental Health program.

COURSE GOALS

After completing the course, successful students shall be able to:

- 2.1 Apply components of counseling theory and practice in a clinical setting, including intake and risk assessment, as well as case conceptualization, diagnosis, and treatment planning. This may also entail gaining exposure to and familiarity with the referral process, as well as interdisciplinary collaboration (e.g., psychiatry, social work, etc.) for coordination of care.
- 2.2 Demonstrate ability to work effectively with multicultural clients diverse in age, gender, race, ethnicity, culture, national origin, developmental level, sexual orientation, religion, socioeconomic status (SES), and other demographic variables.
- 2.3 Adhere to current ACA Ethical Guidelines in counseling practice and demonstrate an understanding of counselor competencies in an applied setting.
- 2.4 Consume clinical research and apply evidence-based practice.
- 2.5 Engage in professional development through exploration of professional interests in terms of both clinical population and practice setting, which will guide the impending internship application process.

CACREP REQUIREMENTS FOR PRACTICUM (CACREP 2016, SECTION 3)



Direct Service: Supervised use of counseling, consultation, or related professional skills with actual clients (can be individuals, couples, families, or groups) for the purpose of fostering social, cognitive, behavioral, and/or affective change. These activities must involve interaction with others and may include: (1) assessment, (2) counseling, (3) psycho-educational activities, and (4) consultation.

Practicum: Requires completion of a supervised practicum in the student's designated program area of 100 clock hours over a minimum of 10 weeks after successful completion of the practicum pre-requisites. (CACREP 3.F) The practicum reflects the comprehensive work experience of a beginning professional counselor. Students must provide evidence of individual counseling liability insurance while enrolled in practicum. (CACREP 3.A).

Each student's internship includes all the following:

- At least 40 clock hours of direct service. Students will have the opportunity to gain experience with group co-facilitation (CACREP 3.G,E)
- Weekly face-to-face supervision averaging one hour per week in individual and/or triadic format throughout the practicum. This supervision is performed by the onsite supervisor (CACREP 3.H)
- An average of 1.5 hours per week of group supervision provided throughout practicum by program faculty (CACREP 3.I)
- The opportunity for the student to become familiar with a variety of professional activities (e.g., technological resources, record keeping, use of assessment instruments, referral processes/procedures, in-service and staff meetings (CACREP 3.D)
- The opportunity for the student to use program-appropriate audio/video recordings for use in supervision (CACREP 3.B)
- Evaluation of the student's performance throughout the internship semester, including documentation of a summative evaluation at mid-term and a formative evaluation after the student completes the practicum by a program faculty member in consultation with the site supervisor (CACREP 3.C)

COURSE WEBSITE

Students will participate in this course using the [UNO Canvas learning management platform system](#). Once you are in the platform you can learn how to use Canvas effectively, by clicking the "Help" link on the top right of the course page on Canvas.

KNOWLEDGE, SKILLS, AND LEARNING OUTCOMES AND CACREP STANDARDS CHART

CACREP Standards Chart



Clinical Mental Health Standard(s)	Assignment/Learning Activity
3.a. Intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management	Case Conceptualization Presentation <i>Students engage in all these processes for every client they see in clinic during practicum</i>
Professional Identity Curriculum Standard(s)	Assignment/Learning Activity
F.1.m. The role of counseling supervision in the profession	Chapter 6 reading and discussion
F.5.k. Strategies to promote client understanding of and access to a variety of community-based resources	Campus/Community Resource/Referral Packet

Key Performance Indicator

Key Performance Indicator	Courses and Course Assignment	2016 CACREP Standards
<u>KSPI 2.</u> Students will demonstrate the ability to utilize multicultural theories and competencies to engage in social justice and advocacy for diverse client groups.	COUN 8220 CMHC Practicum <i>Practicum Evaluations:</i> Students will be evaluated using the Internship Evaluation, professional behaviors, multicultural competence question.	2.F.2.b. theories and models of multicultural counseling, cultural identity development, and social justice and advocacy. 2.F.2.c. multicultural counseling competencies 5.C.2.j Cultural factors relevant to clinical mental health counseling

COURSE OBJECTIVES AND RELEVANT ACCREDITATION STANDARDS



- 3.a. Intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management
- F.1.m. The role of counseling supervision in the profession
- F.5.k. Strategies to promote client understanding of and access to a variety of community-based resources

CACREP STATEMENT

This course is designed to develop competence identified by and in compliance with the CACREP for master's level standards relevant to this course. Additional standards addressed in COUN 8200 are included in the Standards Chart at the end of this course outline.

COURSE REQUIREMENTS AND METHODS OF INSTRUCTION

REQUIRED TEXTS

American Counseling Association (2014). *ACA Code of Ethics*. Alexandria, VA: Author.

American Psychiatric Association. (2013). *Diagnostic and statistical manual of mental disorders* (5th ed.). Washington, DC: American Psychiatric Association

Hodges, S. (2019) *The counseling practicum and internship manual: A resource for graduate counseling students*. Springer Publishing Co.

METHODS OF INSTRUCTION

COUN 8220 is a fully face-to-face course and field experience:

- Weekly group supervision (2 hours)
- Weekly triadic supervision (1 hour)
- Weekly clinic schedule for direct hours (approximately 5-6 clients)
- Co-facilitation of 3-week psychoeducation group for Goodrich Scholars
- Weekly indirect hours (e.g., case documentation, course readings, group and session preparation, etc.).
 - You will have the capacity to complete some indirect hours remotely (e.g., case documentation in TherapyNotes, case presentation preparation, self-directed education on theory/technique, etc.)

TECHNICAL REQUIREMENTS

You will need the following to participate in this course:



- Computer: you will have access to computers in the clinic, but if you choose to complete indirect hours (e.g., case documentation) remotely, you will need outside computer access.
- Reliable internet connection: for telehealth clients, you will have access to computers in the clinic. You may need outside computer access for remote sessions completed away from clinic, and/or for accessing electronic health records.
- Computer microphone: for telehealth clients, you will have access to computers in the clinic. You may need outside computer access for remote sessions completed away from clinic.

TECHNICAL SUPPORT

- Information Technology Services Technical Support
unohelpdesk@nebraska.edu
402-554-4347 (HELP)
Eppley Administration Building, Room 104 Monday
– Friday 8:00 to 5:00 pm

DESCRIPTIONS OF COURSE ACTIVITIES AND ASSIGNMENTS

CASE CONCEPTUALIZATION PRESENTATION: 35 POINTS

- a. You will choose a client from your caseload to conceptualize. If you have returning clients, you are required to select a client who has not been previously conceptualized (previous conceptualization will be visible in TherapyNotes). You will provide a comprehensive history and conceptualization, including but not limited to biopsychosocial history, presenting concern, diagnosis, theoretical conceptualization, treatment plan, ethical and multicultural considerations, and in-depth self-reflection about your work with this client.
- b. In addition to your written case summary and oral presentation, you will select a total of approximately 20 minutes of session video recordings with this client to be demonstrated during your presentation.
- c. You will be provided with a template for your written conceptualization, as well as a detailed grading rubric on Canvas

CAMPUS/COMMUNITY RESOURCE/REFERRAL PACKET: 15 POINTS

You will assemble a file of a minimum of five campus and community resources and referral options as they become relevant/appropriate for clients on your caseload throughout the semester. Sharing of clinical resources and referrals will be ongoing throughout the semester during each group supervision meeting. You will formalize this information (which will at a minimum include information such as agency/office name, address, phone number, etc.) and submit it to Canvas at the end of the semester to be added to the official resource files in the UNO Community Counseling Clinic.



TRIADIC SUPERVISION (AND RECORDING REVIEWS): 25 POINTS

- You will come to each triadic and group supervision prepared to discuss cases and other clinical/professional issues.
- You will provide video samples of your work with clients on a biweekly basis during triadic supervision.
- You will be evaluated at mid-term and end-of-semester in accordance with the empirically validated Counselor Competencies Scale – Revised (CCS-R). You will meet with your faculty supervisor 1:1 at both midterm and end-of-semester to review your individual evaluations.

DOCUMENTATION (25 POINTS)

You will be trained in the use of TherapyNotes for electronic clinical documentation. Documentation will be regularly reviewed by your supervisor, and you will be provided with edits when necessary. **You are expected to complete/submit ALL client paperwork before the end of each day**, including but not limited to intake assessments, progress notes, and treatment plans, as well as your weekly hours logs. Failure to do so may result in point deductions, and you will not be assigned new clients until you are consistently caught up on your documentation.

GOODRICH SCHOLARS WELLNESS GROUPS

In your triadic pairs, you will develop and co-facilitate topical 3-week psychoeducational wellness groups for UNO undergraduate students in the Goodrich Scholarship Program. Details on topics and dates for facilitation are available in the course calendar at the end of your syllabus. All groups will occur at 3pm on Tuesdays in Room 223 in CPACS. See course calendar for dates.

- Supervisor for Goodrich Groups: Keenan Krick, Ph.D., LMHP; Goodrich Student Services
- Intellectual Wellness: Alyssa and Natalie
 - *Managing academic stress*
- Emotional Wellness: Shawn and Greg
 - *Improving mental health and wellness*
- Financial Wellness: Hadley and Brady
 - *Planning for life and career after college*

OVERVIEW OF THE ASSIGNMENT GRADES

Assignment	Points
Case Conceptualization Presentation	35
Triadic Supervision & Video Review	25
Case Documentation	25
Resource/Referral Packet	15
Goodrich Group Co-Facilitation	NG



Text Chapters	NG
Total	100

GRADING SCALE

90-100% = A

80-89%=B

70-79%=C

60-69%=D

00-59%=F

Grade	% Range	Points Range
A	90-100	90-100
B	80-89	80-89
C	70-79	70-79
D	60-69	60-69
F	<60%	Less than 60

UNIVERSITY POLICIES

ACCOMMODATIONS

The University of Nebraska at Omaha is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Reasonable accommodations are provided for students who are registered with Accessibility Services Center (ASC) and make their requests sufficiently in advance. For more information, contact ASC (Location: 104 H&K, Phone: 402.554.2872, Email: unoaccessibility@unomaha.edu.)

PREGNANT AND PARENTING STUDENTS

Students that are pregnant or parenting may request reasonable accommodations through university procedures. Requests for medically-related accommodations should be made through the Accessibility Services Center (ASC) by contacting them at 402.554.2872, or by emailing at unoaccessibility@unomaha.edu. ASC can also assist with medical supervision, which allows students to regain lost attendance points, makeup assignments, and exams that were missed during excused



absences. For all other accommodations, or questions about pregnancy and parenting, please contact the Title IX Coordinator at 402.554.2120 or by email to sweil@unomaha.edu. Additional information about pregnancy and parenting can be found on the following links (updated 04/2022):

<https://www.unomaha.edu/office-of-equity-access-and-diversity/title-ix-information/pregnancy-parenting.php>

<http://www.nwlc.org/resource/pregnant-and-parenting-students-rights-faqs-college-and-graduate-students>

ACADEMIC INTEGRITY

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Academic and Student Affairs for further action. I will assume for this course that you will adhere to the University of Nebraska at Omaha policies and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

TITLE IX SEXUAL MISCONDUCT

As your instructor, one of my responsibilities is to help create a safe learning environment on our campus. Title IX and our own Sexual Misconduct policy prohibit sexual misconduct. If you have experienced sexual misconduct, or know someone who has, the University can help. I encourage you to visit Title IX website to learn more. If you are seeking help and would like to speak to someone confidentially, you can contact the Counseling and Psychological Services (CAPS) or Gender and Sexuality Resource Center.

It is also important that you know that federal regulations and University policy require me to promptly convey any information about potential sexual misconduct known to me to UNO's Title IX Coordinator. In that event, they will work with a small number of others on campus to ensure that appropriate measures are taken and resources are made available to the student who may have been harmed. Protecting a student's privacy is of utmost concern, and all involved will only share information with those that need to know to ensure the University can respond and assist.

CODE OF STUDENT RIGHTS, RESPONSIBILITIES, AND CONDUCT

Students at the University of Nebraska Omaha are expected to maintain standards of personal integrity in accordance with institutional goals for the success of all students. This means students are expected to assume responsibility for their actions; observe national, state, and local laws; follow university



policies; and respect the rights and property of all people. For more information see [Student Conduct and Community Standards](#).

GRADING POLICIES

GRADE APPEAL

Individuals who believe that their grade in a particular course does not properly reflect their performance or that the instructor acted in an arbitrary or capricious manner in determining the grade should first contact the instructor to determine the rationale for the grade or if there was an error in reporting. Consultation with the instructor should take place before taking any formal action in regard to a grade appeal.

You will find the Department of Counseling grade appeal policy in the Student Handbook: <https://www.unomaha.edu/college-of-education-health-and-human-sciences/counseling/student-resources/student-handbook-fall-2022.pdf>

DROPPING A COURSE

A class can be dropped from your schedule via MavLINK up until the last day to withdraw. The last day to withdraw can be found on the [Academic Calendar](#). If you are currently enrolled, you can click on the "refund" link next to each class in your schedule. You can also contact the Office of the University Registrar to verify the last day to withdraw.

Drops can only be completed in the 100% refund period of your course. If you drop the course from your schedule during this period, it will not be listed on your academic transcript. Withdraws can be completed up until the last day to withdraw for the semester. If you withdraw from a course, a grade of "W" is given for that course, and this will be listed on your academic transcript. "W" grades have no impact on your academic GPA.

COURSE EXPECTATIONS

CLASSROOM CIVILITY

It is important to build a classroom climate that is welcoming and safe for everyone. Please display respect for everyone in the class. You should avoid racist, sexist, homophobic, or other negative language that may exclude members of our campus and classroom community.

CEHHS DIVERSITY, EQUITY, ACCESS, AND INCLUSION STATEMENT:

We respect the worldviews of racially and ethnically diverse individuals and encourage multiple perspectives in fostering a global community dedicated to teaching, learning, service, and scholarly activity, while actively engaging in antiracist and inclusive practices. The College of Education, Health



and Human Sciences is dedicated to ensuring that all individuals have access to the resources, support, and opportunities to succeed in their academic and professional careers. Through its faculty, staff, community partners, strategic plan, curricular, and extra-curricular offerings, the College is committed to preparing our students to engage equitably with all persons regardless of race, ethnicity, cultural beliefs, socioeconomic status, geographical perspective, gender identity and expression, age, religion, sexual orientation, or other identities. (Adopted August 2020)

PROFESSIONAL COMMUNICATION

It is expected that professionalism will be utilized in all written and oral communications with clients, peers, instructors, and supervisors throughout the duration of the semester.

PROFESSIONALISM/PRESERVING CONFIDENTIALITY

This course is part of a professional degree program, students are counselors in training, and thus professionalism is always expected, whether a student is in class or recording a session with a client. Client confidentiality and the content of sessions both in and out of class are crucial elements of ethical conduct.

SELF-DISCLOSURES AND LIMITS TO CONFIDENTIALITY

The nature of the practicum and clinical supervision experience dictates that students routinely share personal information about themselves in discussing their countertransference and reactions to clients. It is expected that the practicum cohort will function as a confidential group: personal information shared within the group is to remain within the group. That said, confidentiality on the part of your peers cannot be guaranteed by your instructor (similar to a therapy group). Please uphold the ethics of our profession in this regard.

ELECTRONIC COMMUNICATION DEVICES

The use of electronics (laptops, phones, tablets, etc.) is not permitted in group supervision, triadic supervision, or clinic. Please make sure that cell phones are turned on silent.

PARTICIPATION AND ABSENCE

This class operates in a graduate seminar format, where everyone is expected to attend regularly and actively engage. Absences and lack of class readiness will lower the final grade in this course.



Class participation expectations include constructive feedback for peers, self-reflection, and overall attendance and punctuality.

LATE WORK

Late work will not be accepted. Anyone who must be absent on the date of their scheduled presentation is responsible for switching dates with a peer.

PROFESSIONAL LIABILITY INSURANCE

Students will not be permitted to begin seeing clients until verification of active liability insurance coverage is on file within the department.

INCLEMENT WEATHER

University-designated weather closures will be communicated through official university emails and text messages. If the university closes for inclement weather, the Community Counseling Clinic is also closed. Students are responsible for communicating this to scheduled clients that will be impacted by closures. Zoom sessions are also not permitted during designated university weather-related closures.

INSTRUCTIONAL CONTINUITY PLAN

If in-person classes are cancelled (e.g., in the unlikely event of a recurring pandemic), you will be notified of the instructional continuity plan for this class by email through Canvas. If in-person classes are cancelled, we will likely meet over Zoom. Should clinical activities be impacted by severe weather (or other unforeseen circumstances), your instructor will communicate changes accordingly.

FAIR USE POLICY

Copying or recording synchronous classes and course materials without prior instructor approval is prohibited. All copies and recordings remain the property of UNO and your instructor. UNO and your instructor reserve the right to retrieve, inspect, or destroy the copies and recordings after their intended use. These policies are not intended to affect the rights of students with disabilities under applicable law or UNO policies.

RIGHT OF REVISION

The instructor reserves the right to revise or adjust the course syllabus to best accommodate the pace and needs of the students.

ESSENTIAL COURSE OBJECTIVES

The following course elements constitute as essential course objectives. Removing or modifying essential course objectives results in fundamental alteration to the course. If you anticipate difficulty



meeting these essential course objectives, please communicate with your instructor about this immediately.

1. Ongoing face-to-face active participation and attendance for triadic and group supervision, as well as scheduled clinic hours.
2. Consistent online access to Canvas, TherapyNotes, Zoom, and UNO email.