



## COUN 8250 | INTERNSHIP | FALL 2023

### PREREQUISITES

COUN 8010, 8030, 8040, 8200, 8220, 8280, 8360, 8400, 8516, 8520, 8610, 8700, 8800, 8920

### COURSE DESCRIPTION AND CONTENT AREAS

#### COURSE PURPOSE

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

- 1.1 This course is the second of a series of three sequential applied clinical courses. Students will build upon existing knowledge related to counseling theory and technique in their provision of therapeutic services to clients in an applied community setting. Students will be provided with regular, ongoing clinical supervision by licensed professionals in an approved community setting, as well as group supervision by department faculty.
- 1.2 This course is designed to provide students with a closely supervised applied clinical experience. Students will continue to build on existing clinical skills related in some or all of the following areas: intake and risk assessment, crisis management/intervention, case conceptualization, treatment planning, brief treatment, professional consultation, clinical documentation, use of technology, 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. Students are strongly encouraged to obtain a minimum of 300 clock hours over the course of the semester, with a minimum of 130 hours of direct service.

#### COURSE GOALS

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

- 2.1 Apply counseling theory and technique in a clinical setting. Clinical duties will vary by site and population, but may include intake and risk assessment, case conceptualization, diagnosis, treatment planning, referral, and interdisciplinary collaboration for coordination of care. Duties should parallel the responsibilities of a licensed professional counselor in such a setting.
- 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 in a designated clinical setting.

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 job search process post-graduation.

CACREP REQUIREMENTS FOR CLINICAL INTERNSHIP (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.

Internship: Requires completion of a supervised internship in the student's designated program area of 600 clock hours (300 per semester) after successful completion of the practicum semester. (CACREP 3.J) The internship reflects the comprehensive work experience of a professional counselor. Students must provide evidence of individual counseling liability insurance while enrolled in internship. (CACREP 3.A).

Each student's internship includes all the following:

- At least 240 clock hours of direct service (130 each semester). Preferably, students will have the opportunity to gain experience with group co-facilitation (CACREP 3.K)
- Weekly face-to-face supervision averaging one hour per week in individual and/or triadic format throughout the internship. This supervision is performed by the onsite supervisor (CACREP 3.L)
- An average of 1.5 hours per week of group supervision provided throughout internship by program faculty (CACREP 3.M)
- 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 formal evaluation after the student completes the internship 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**

<b>Clinical Mental Health Standard(s)</b>	<b>Assignment/Learning Activity</b>
3.d. Strategies for interfacing with integrated behavioral health care professionals	Speaker Topic: Integrated Care and Psychopharmacology
<b>Professional Identity Curriculum Standard(s)</b>	<b>Assignment/Learning Activity</b>
F.1.b. The multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation	Speaker Topics: <ul style="list-style-type: none"> <li>• Integrated Care and Psychopharmacology</li> <li>• Private Practice</li> </ul> You’re the Expert (Mini Training Seminar)
F.5.c. Theories, models, and strategies for understanding and practicing consultation	Speaker Topic: Resumes, Job Interviews, and Consulting

**Key Performance Indicator**



Key Performance Indicator	Course and Assessment Assignments	CACREP 2016 Standards
<p><b><u>KSPI 9</u></b> Students will demonstrate culturally responsive professional behaviors that display self-regulation, self-awareness, flexibility, openness to feedback, and motivation to learn and grow.</p>	<p><b>COUN 8250 CMHC Internship Internship Evaluations</b> (Summative Evaluation): Students will demonstrate their ability to engage in professional behaviors in the internship course</p>	<p>4.G the counselor education program faculty systematically assesses each student’s professional dispositions throughout the program.</p>

**COURSE OBJECTIVES AND RELEVANT ACCREDITATION STANDARDS**

- 3.d. Strategies for interfacing with integrated behavioral health care professionals
- F.1.b. The multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation
- F.5.c. Theories, models, and strategies for understanding and practicing consultation

**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**

Synchronous remote instruction via Zoom

- This course is seminar-style and active engagement is expected and required from every student
- We will have a guest speaker seminar series on various topics related to professional counseling. You are expected to prepare questions for each speaker in advance, and to actively engage in the discussion.
- Zoom requirements: video on; audio off unless speaking; confidential space; not in transit.

REQUIRED TEXTS



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

American Psychiatric Association. (2022). DIAGNOSTIC AND STATISTICAL MANUAL OF MENTAL DISORDERS (5th ed., text rev.). <https://doi.org/10.1176/appi.books.9780890425787>

University of Nebraska Omaha Counseling Internship Manual

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### TECHNICAL REQUIREMENTS

You will need the following to participate in this course:

- Computer
- Reliable internet connection
- Computer camera and microphone
- Capacity to create and post a video (e.g., using a webcam, or a smart phone)
- Access to UNO email and Canvas

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### TECHNICAL SUPPORT

- Information Technology Services Technical Support  
[unohelpdesk@nebraska.edu](mailto: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

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### CASE CONCEPTUALIZATION (30 POINTS)

You will provide a comprehensive clinical conceptualization of one of your internship clients, accompanied by a minimum of 20 total minutes of audio/video recording. You are expected to include a comprehensive theoretical conceptualization of your client, as well as a detailed treatment plan. You are required to upload your project materials to Canvas no later than 8am the Friday prior to your presentation. Detailed grading rubric available on Canvas.

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### YOU'RE THE EXPERT (MINI TRAINING SEMINAR) (30 POINTS)

You are obtaining unique training and experience at your internship site. Based on your site and client population, please determine a clinically related topic of developing expertise, and provide a brief training seminar to your peers. You have flexibility with your topic, but there must be a designated component outlining the multiple professional roles and functions of counselors in your specialty area, and their relationships with human service and integrated behavioral health



care systems, including interagency and interorganizational collaboration and consultation CACREP F.1.b.). Create a brief PowerPoint presentation to organize your talking points. Please provide an informational handout or brochure from your site. You are required to upload your project materials to Canvas no later than 8am the Friday prior to your presentation. Detailed grading rubric available on Canvas.

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**GROUP SUPERVISION ENGAGEMENT (20 POINTS)**

Your weekly group supervision will occur in a seminar-style format. In addition to being fellow graduate students, you are strongly encouraged to view yourselves as a group of colleagues discussing cases and clinical material. Your engagement in this group dynamic is imperative and serves as an essential course objective. You are expected to engage in active listening and discussion when your colleagues have the floor, and you are expected to facilitate discussion and feedback when it is your turn to present.

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**SITE SUPERVISOR EVALUATIONS (20 POINTS)**

You will receive a midterm and final evaluation from your site supervisor, which will be provided to your faculty supervisor. Your site supervisor can observe and evaluate you closely due to their unique role, and their feedback/evaluation will be factored into your final grade for this course.

**OVERVIEW OF THE ASSIGNMENT GRADES**

Assignment	Points
Case Conceptualization Presentation	30
You're the Expert (training seminar)	30
Group Supervision Engagement	20
Site Supervisor Evaluations	20
<b>Total</b>	<b>100</b>

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GRADING SCALE  
90-100% = A; 80-89%=B; 70-79%=C; 60-69%=D; 00-59%=F

Grade	% Range	Points Range
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<b>A</b>	90-100	90-100
<b>B</b>	80-89	80-89
<b>C</b>	70-79	70-79
<b>D</b>	60-69	60-69
<b>F</b>	<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](mailto: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](mailto: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](mailto: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.

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### 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.

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### 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

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### 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>

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### 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

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### 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.

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### 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)

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

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### 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.

1. Ongoing synchronous remote engagement and attendance for weekly group supervision and guest speakers.
2. Ongoing in-person engagement at your internship site with your clients and supervisors.
3. Consistent online access to Canvas, Zoom, and UNO email for synchronous course instruction and submission of course assignments.



If you anticipate difficulty meeting these essential course objectives, please communicate with your instructor about this immediately.