

**THE UNIVERSITY OF TEXAS AT EL PASO**  
**College of Education**  
**Department of Educational Psychology and Special Services**  
**Counselor Education**

**COURSE SYLLABUS**  
**Fall, 2015**

**EDPC 5369 – Practicum in School Counseling**

**Instructor:** Carleton H. Brown, Ph.D. Assistant Professor  
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**Office Hours:** Wednesdays - 2:00 to 4:30 p.m. or by Appointment

**COURSE DESCRIPTION**

Practical application of counseling theories and techniques in a field-based school or community setting. Students will be required to complete a minimum of 300 hours of supervised on-site experience.

**COURSE OBJECTIVES/STUDENT COMPETENCIES**

Goals/Objectives	CACREP Standards School Counseling	TeXeS School Counselor	Learning Activities	Outcome Measures
<b>GOAL A:</b> Demonstrate the professional knowledge and skills necessary to promote academic, career, and personal/social development of all P-12 students through data-informed school counseling programs. <b>CACREP Standard G: School Counseling</b>				
<b>Objective A-1</b> Use of developmentally personal/social counseling in school settings	<b>G.3.f</b>	I.4, II.3., V.1	<b>a)</b> Reading, lecture and discussion (classroom and/or online environments) related to developmentally appropriate counseling skills <b>b)</b> Perform and record developmentally appropriated counseling.	Achieve a satisfactory rating on the <b>Case Presentation Scoring Rubric</b>
<b>Objective A-2</b> Use of developmentally appropriate career counseling interventions and assessments	<b>G.3.e</b>	I.4, II.3, V.1	Reading, lecture and discussion (classroom and/or online environments) related to developmentally appropriate career counseling and <b>b)</b> Prepare and submit a written case presentation involving a developmentally appropriate assessment/intervention related to career development.	Achieve a satisfactory rating on the <b>Case Presentation Scoring Rubric</b>

<b>Objective A-3</b> Demonstrate skills to critically examine the connection between social, family, emotional, and behavioral problems and academic achievement	<b>G.2.g</b> <b>G.3.h</b>	Standards I.5, I.6, I.10	<b>a)</b> Reading, lecture, and discussion (classroom and/or online environments) about connections between social, familial, emotional, and behavioral problem and <b>b)</b> Provide a written didactic presentation that exams connections between a social, familial, emotional and behavioral problem.	Achieve a satisfactory rating on the <b>Didactic Presentation Scoring Rubric</b>
<b>GOAL B:</b> Demonstrate use of data to advocate for programs and students				
<b>Objective B-1</b> Demonstrate the assessment procedures in evaluating student outcomes in didactic presentations	<b>G.3.o</b>	I.4, I.12, II.3	<b>a)</b> Reading, lecture and discussion (classroom and/or online environments) about use of data to advocate for programs and students and <b>b)</b> Perform an evaluation procedure for a didactic presentation.	Achieve a satisfactory rating on the <b>Didactic Presentation Scoring Rubric – Evaluation Strategies</b>
<b>Objective B-2</b> Demonstrate skills that identify student needs and design a developmentally appropriate response to that need.	<b>G.3.m</b>	V.1	<b>a)</b> Reading, lecture and discussion (classroom and/or online environments) about the use of data to identify student need and <b>b)</b> design a developmentally appropriate response to that need	Achieve a satisfactory rating on the <b>Didactic Presentation Scoring Rubric – objectives</b>

### TEXT

*Practicum Handbook for School Counselors* (available on Blackboard)

### COURSE REQUIREMENTS

1. Text Readings: The *Student Handbook* will serve as a useful and *necessary* resource for this course. The Student Handbook contains forms and documents that will be needed in both internships.
2. Class Attendance: Attendance is required at all class meetings and is considered necessary for successful completion of the course. You are asked to discuss any absence with your professor prior to the fact unless precluded by a significant crisis or family emergency, etc. More than one unexcused absence may result in the student being dropped from the course. Class meetings will be devoted to orientation, lectures, discussions, oral case presentations, and supervision of the student's work with his/her clients.
3. Insurance: Internship students are vulnerable to malpractice litigation. Accordingly, it is **required** that each student carry liability/malpractice insurance and that verification of this coverage is contained in the student's Internship files. UTEP offers \$2,000,000/\$6,000,000 in malpractice

liability coverage (NURI-Nursing liability) for each student at no cost to you. You must be listed on the official course roster as of Census Day to receive this coverage. A copy of your coverage is posted on Blackboard

#### 5. On-Site Counseling Experience (Site Based Training):

A. Off-Campus - The student is responsible to locate his/her off-campus placement site prior to the first class session. The professor will coordinate with the site supervisor after the Placement Agreement form is returned by the student. Internship students are required to obtain a minimum of 300 on-site hours which includes a minimum of 120 direct client contact hours defined as any direct service provided to clients in an individual, group, marriage, family, crisis intervention, didactic (classroom psycho-educational presentations), or supervision oriented context or setting. A specific number of hours is not required in any specific category although individual counseling sessions are necessary to meet course requirements as well as to continue skill development.

Please Note: Per Section F.6.h. (Professional Disclosure) of the ACA Code of Ethics, interns must (1) disclose their status as students and explain to prospective clients how this status affects the limits of confidentiality and (2) obtain client permission before using any information concerning the counseling relationship in the training process. Also, interns must never use real names on written case reports or oral presentations for this course.

B. Students must follow the guidelines and procedures of the placement site including the use of the site's student record forms, case notes, goals and objectives, etc. It is important to attend as many on-site case reviews and training sessions as possible. Also, at least **one hour of individual supervision each week with the on-site supervisor at each site is mandatory.** Please contact the professor immediately if any problems are encountered with the placement site or with supervision. Please note that all on-site activities and clinical case work MUST be coordinated with and approved by the on-site supervisor prior to the fact as well as obtaining the site supervisor's signature on the Supervisor Agreement form prior to accruing non-clinical hours before the start of the term.

It is imperative that students not work with clients who require services beyond the student's level of expertise or scope of training unless the on-site supervisor can be present in the session and agrees to provide intensive individual supervision for such cases on a regular on-going basis. Additionally, if a client poses a danger to self or others or reports knowledge of child abuse activities or if the intern is required to testify in court, notify the site supervisor immediately and the course professor as soon as possible (within 24 hrs.) without exception.

It is also imperative that students not be involved at any time in the collection of money or fees from clients for services rendered. This is not part of your duties as an intern. Collection of money or fees is the sole responsibility of the employees of the agency. Please report any request for you to collect fees to your internship professor immediately.

#### 6. Weekly Activity Log:

Students are required to keep a weekly activity log (grid) of internship-related activities. This log (contained in the *Practicum Handbook for School Counselors*, posted on Blackboard) must be dated

and signed each week by the on-site supervisor. The log must indicate only those hours accrued for the one week period. This requirement will be explained more fully in class. The log will be used to complete the "Cumulative Hours" form which must be signed by the on-site supervisor at the end of the semester. Both of these forms are contained in the Student Handbook, posted on Blackboard.

#### 7. Supervision:

Supervision will include:

- \*Group supervision during class sessions with the professor
- \*A minimum of one hour per week of individual supervision with each on-site supervisor
- \*Individual supervision with the professor on an "as-needed" basis when deemed necessary

#### 8. Case Presentation

During class sessions, each student will present case related information in both oral and written formats. Each student will present his/her case orally in class along with a written document of the presentation. The format for this presentation will be covered in class.

#### Didactic Presentations

Students will provide an in-class didactic presentation on a counseling-related subject. (This format will be explained more thoroughly in class.) Each student will present his/her didactic presentation orally in class along with a written document of the presentation. The Didactic Presentation will be evaluated according to the ability to present the information appropriately according to age and grade and to provide an assessment tool related to the didactic presentation.

#### 9. Qualifying TExES Examination

All school counseling majors enrolled in EDPC 5369 (Practicum for School Counselors) must pass the School Counselor Qualifying TExES examination with a score of 80% or better in order to receive credit for this course. **This exam will be announced at a later date.** This exam will also be considered as your Comprehensive Examination that is required for graduation.

#### 10. NCE Practice Examination.

All community counseling enrolled in EDPC 5373 (Counseling Internship II) must pass the National Counselor Exam (NCE) practice examination in order to receive credit for this course. **This exam will be announced at a later date.** This exam will also be considered as your Comprehensive Examination that is required for graduation.

### **COURSE EVALUATION**

This course will be graded according to the S/U (pass/fail) option. All Course Requirements must be successfully completed in order to earn a grade of "S". Timely submission (by due dates specified) of ALL WORK is required to receive a grade of S.

1. **Students with Disabilities:** If you have or believe you have a disability, you may wish to self-identify. You can do so by providing documentation to the Office of Disabled Student Services located in Union E Room 203.

**Students who have been designated as disabled must reactivate their standing with the Office of Disabled Student Services on a yearly basis.** Failure to report to this office will place a student on the inactive list and nullify benefits received from being on the active list of disabled students. If you have a condition which may affect your ability to exit safely from the premises in an emergency or which may cause an emergency during class, you are encouraged to discuss this in confidence with the professor and/or the director of Disabled Student Services. You may call 747-5148 for general information about the Americans with Disabilities Act (ADA).

2. Please do not hesitate to contact the professor if you experience difficulty with this course at any time during the semester.
3. **Academic Dishonesty:** Plagiarism (passing off the work of another as one's own without giving proper credit) and falsifying internship records and forms are considered scholastic dishonesty at this university and must be reported to the Dean of Students. Please refer to the current edition of the Miner's Guide.