COURSE DESCRIPTION

The practicum is an opportunity for students to acquire additional counseling skills, experience, and other expertise as counselor trainees. For the first time, students will have the opportunity to employ learned techniques, theoretical knowledge, and other abilities to help actual clients. Clinical skills emphasized in this course include, but are not limited to, establishing a therapeutic relationship, assessment, diagnosis (using the DSM-5), case conceptualization, counseling techniques, utilization of supervision and case consultation, and case presentation skills. Students will be presented with further opportunities to improve self-awareness within the counseling process, including the identification of strengths, limitations, and challenges for further development.

STUDENT LEARNING OBJECTIVES:

1. Students will improve their proficiency in using helping skills in preparation for work with actual clients.

2. Students will further the development of their identity as counselors, especially in the refinement of the Core Counseling Characteristics.

3. Students will gain familiarity with and develop initial skills in establishing therapeutic relationships, assessment (including diagnosis), treatment planning (including case conceptualization), treatment implementation, and evaluation of the counseling process and outcomes.

4. Students will demonstrate sensitivity to the needs of clients from various socioeconomic, gender, racial, ethnic, sexual orientation, religious, and physical ability backgrounds. Students will also demonstrate sensitivity to legal and ethical issues in counseling by applying information learned thus far to issues raised in their work with clients as well as in class discussions.

5. Students will gain skills in using individual and group supervision effectively; establishing and maintaining collegial relationships; giving and receiving feedback with peers, the small group Adjunct Instructor, and supervisors; and improving critical self-reflection and evaluation.
KNOWLEDGE BASE

CACREP—The material in this course is designed to meet the Council for the Accreditation of Counseling and Related Educational Programs (CACREP) curriculum standards for masters training. The specific standard (III.G.1-4) states that students are required to have “supervised practicum experiences that total a minimum of 100 clock hours. The practicum provides for the development of counseling skills under supervision.”

Ohio Educational Requirement for Admission to the Examination for Professional Counselor Licensure—This course meets the Ohio Administrative Code (OAC) requirement for Practicum—4757-13-01(A)(4)(c)(i-ii)

TEACHING STRATEGIES FOR STUDENT LEARNING

This course will utilize a variety of learning approaches including, but not limited to, podcasts, lectures, small group discussions, reflections, and assignments designed to help foster students’ critical thinking skills.

REQUIRED ASSIGNMENT PRIOR TO STARTING PRACTICUM COURSE

Podcast of procedures, paperwork, responsibilities of practicum students (Counselor Trainees).

REQUIRED READINGS


CLINICAL MENTAL HEALTH COUNSELING (CMHC) Practicum Handbook. The handbooks (as well as all forms necessary for the Practicum experience) are available for download from the Ashland Theological Seminary webpage, Clinical Mental Health links for Practicum information

www.seminary.ashland.edu


http://cswmft.ohio.gov/pdfs/4757.pdf

ADDITIONAL REQUIRED MEDIA OR PODCAST ASSIGNMENTS

Available as announced by professor

CLASS STRUCTURE

Students will meet regularly in small groups where the focus will be upon their growth as professional counselors. This will be accomplished primarily through discussion of the assignments (see below) and of the site practicum experience, as well as through interactions within the group.

CACREP CMHC Standards Met in this Course Include:

A.8 – Understands the management of mental health services and programs, including areas such as administration, finance, and accountability.

B.1 – Demonstrates the ability to apply and adhere to ethical and legal standards in clinical mental health counseling.

B.2 – Applies knowledge of public mental health policy, financing, and regulatory processes to improve service delivery opportunities in mental health counseling.

D.1 – Uses the principles and practices of diagnosis, treatment, referral, and prevention of mental and emotional disorders to initiate, maintain, and terminate counseling.

D.2 – Applies multicultural competencies to clinical mental health counseling involving case conceptualization, diagnosis, treatment, referral, and prevention of mental and emotional disorders.

D.4 – Applies effective strategies to promote client understanding of and access to a variety of community resources.

D.5 – Demonstrates appropriate use of culturally responsive individual, couple, family, group, and systems modalities for initiating, maintaining, and terminating counseling.

D.6 – Demonstrates the ability to use procedures for assessing and managing suicide risk.

D.7 – Applies current record-keeping standards related to clinical mental health counseling.

D.8 – Provides appropriate counseling strategies when working with clients with addiction and co-occurring disorders.

D.9 – Demonstrates the ability to recognize his or her own limitations as a clinical mental health counselor and to seek supervision or refer clients when appropriate.

REQUIREMENTS/GRADING

Prior to attendance at first class—Students will preview the assigned podcast Orientation to Practicum that will be provided by the Professor and will pass the accompanying Orientation exam (P/F).
**Attendance and participation**—Attendance is required in all classes. Students will utilize the time in the small groups for continued growth. Missing more than one class interferes with one’s own and others’ progress. Therefore, missing more than one class for reasons other than serious personal illness may interrupt the student’s participation in the program and/or negatively impact the final grade (see Student Handbook section on attendance as well as Class Attendance section below). Learning increases as the student’s listening and verbal involvement increase in the small group process: Therefore attentive listening and active participation during group are important.

**Participation in field activities and student liability insurance**—Students are required to have secured a suitable site and supervisor (LPCC-S/PCC-S) for their practicum before the beginning of the current semester, to regularly accrue practicum hours during the semester, to cooperate with assigned site tasks and procedures, and to be receptive to direction by field supervisors.

*Prior to counseling any clients, students must have purchased student liability insurance, which must be maintained current throughout Practicum and Internship.* Proof of insurance (i.e., photocopy of policy) must be submitted in the small group the first day of Practicum class. Students generally purchase such insurance through student membership in a professional organization (e.g., ACA) or through a private insurer. Students are referred to the CMHC Practicum Handbook for specifics on beginning the Practicum. See your small group Adjunct Instructor or Dr. Sadler-Gerhardt for further clarification.

**Reading Assignments**—Following the *Reading Assignments schedule* listed below, students are expected to come to class prepared to discuss the assigned material.

**Professional Presentation**—Students will select a clinical topic of choice (e.g., Bipolar disorder, Eating disorders, Depressive disorders, etc.) from the DSM-5 and prepare a professional presentation to share in the practicum small group. They will give an oral presentation via powerpoint or keynote in class, and will provide copies of a handout including a brief outline and a reference/resource page to all. Further details and signup opportunities will be provided in class. Presentations will be scheduled with the small group instructor in class.

**Presentation on Suicide**—Details to be provided by Dr. Sadler-Gerhardt

**Evaluation of practicum participation** (*CACREP CMHC A.8, B.1, B.2, D.1, D.2, D.4, D.5 D.6, D.7, D.8, D.9*) —Learning to apply counseling skills is a complex endeavor that improves with experience and training. Students are encouraged to remember that at this stage of their personal and clinical development, they are at the *beginning* of the journey and are *not* expected to be experts in counseling. To aid in students’ development, evaluations will be collected from the field supervisor(s), the small group Instructors, and students will be asked to also evaluate themselves (using the Christian Counselor Effectiveness Characteristics form).
GRADES: Practicum will be a Pass/Fail course with no letter grade assigned

1) Attendance with active and constructive participation in the small group process (P/F).
2) Passing Podcast exam (P/F)
3) Professional presentation (P/F)
4) Submission of proof of liability insurance (the 1st class)
5) Submission of Logsheet of Hours, Supervisor’s evaluation, self and small group instructor evaluation (week 14) (P/F)

LATE ASSIGNMENTS: Failure to complete and submit assignments on time may, at the discretion of the professor, result in not passing the course. The professor and the small group instructor must be notified in advance of any absences or any difficulties in meeting due dates for assignments.

PRACTICUM PAPERWORK
Each student will begin their practicum experience and document the work accordingly. The requirements are outlined in the Practicum Handbook. Listed below is the paperwork required to pass the class, in addition to above assigned readings, papers, and presentations. If paperwork is not completed and submitted, the student will not pass practicum and must provide Dr. Sadler-Gerhardt a written plan for completion and submission date. Any student who is unable to accrue the requisite 100 hours in the current semester will continue on with practicum and must notify the group instructor and Dr. Sadler-Gerhardt by week 14 of insufficient hours for completion. That student will submit all the paperwork listed below EXCEPT for the Verification of Completion of Practicum Hours form.

- Practicum Affiliation Agreement Due before seeing clients
- Proof of Professional Liability Insurance Due 1st class(before seeing clients)
- Supervisor’s Evaluation of Student CT Due the 14th week
- Practicum Logsheet of Hours Due the 14th week
- Student Self Evaluation (CCEC form) Due the 14th week
- Small Group Instructor Evaluation (CCEC form) Due the 14th week
- Verification of Completion of Practicum Hours form Due the 14th week or by the end of the Semester in which Practicum Hours are completed

RELATIONSHIP TO THE CURRICULUM MODEL
All coursework at Ashland Theological Seminary is intrinsically connected to the 4Cs of the curriculum model: core identity, character, calling, and competency. This course affirms the value of human life and the purpose of such life (teleology) as rooted in a relationship with God (core identity; character) and others (calling). The course also prepares students to identify and address key concepts of developing appropriate counseling skills for practice through preventative, educational, and remedial means (competence).

ACADEMIC INTEGRITY POLICY
Ashland Theological Seminary seeks to model servant leadership derived from biblical standards of
honesty and integrity. We desire to encourage, develop, and sustain men and women of character who will exemplify these biblical qualities in their ministry to the church and the world. As members of the seminary community, students are expected to hold themselves to the highest standards of academic, personal, and social integrity. All students, therefore, are expected to abide by the academic integrity standards outlined in the Student Handbook.

WRITING ASSISTANCE
If you need assistance with writing projects for your coursework, contact the ATS Writing Center. The center provides free sessions with a peer consultant who can help you with all of your concerns about academic writing. Contact the center if you have a question about how to complete your assignment, if you have documentation questions, or if you would like to have your paper evaluated for areas needing improvement. The ATS Writing Center can be reached at 419-289-5162 or by e-mail at atswc@ashland.edu.

STUDENTS WITH DISABILITIES
Students with documented disabilities who require academic adjustments for this class are requested to contact Dr. Sadler-Gerhardt to discuss reasonable accommodations. While not required, it is in the best interest of the student to have this conversation early in the semester. In order to receive academic adjustments, paperwork from Disability Services must be provided to document this need. Disability Services is located in 105 Amstutz, extension 5953.

SUGGESTED READINGS (NOT required but intended to be of current and future help)


Tyndale House.


### Assignments

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Review of syllabus, course, handbook, OCSWMFT Rules &amp; Laws Submit Proof of insurance &amp; quiz</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 2</td>
<td>Chapter 1-3 (Prochaska et al.)</td>
</tr>
<tr>
<td>Week 3</td>
<td>Chapter 4,5 (Prochaska et al.)</td>
</tr>
<tr>
<td></td>
<td>Self Care</td>
</tr>
<tr>
<td>Week 4</td>
<td>Chapter 6,7 (Prochaska et al.)</td>
</tr>
<tr>
<td>Week 5</td>
<td>Chapter 7,8 (Prochaska et al.)</td>
</tr>
<tr>
<td></td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 6</td>
<td>Chapter 9,11</td>
</tr>
<tr>
<td></td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 7</td>
<td>Suicide Discussion</td>
</tr>
<tr>
<td>Week 8</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 9</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 10</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 11</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 12</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 13</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>Week 14</td>
<td>Paperwork Due</td>
</tr>
<tr>
<td>Week 15</td>
<td>Wrap Up</td>
</tr>
</tbody>
</table>