

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Psychology and Philosophy

PSY 6391: Practicum I, 3 Credit Hours

Spring 2018; Fridays, 9-12; CHSS 249

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Office Hours: Mondays – Wednesdays, 8:00 – 11:00; and by appointment

(Faculty/committee meetings/supervisions are sometimes scheduled during these times, so it is best to call/e-mail and confirm appointment.)

Texts:

REQUIRED: Koocher, G. P., & Keith-Spiegel, P. (2016). *Ethics in Psychology: Professional Standards and Cases*, 4th edition. NY: Oxford University Press.



RECOMMENDED: Seay, O. J., Rays, J. R., & Edwards, C. N. (2014). *Texas Law and the Practice of Psychology: A Sourcebook*. (10th edition) Austin: TPA.
(I HAVE LINKS TO THE LAWS YOU CAN USE – JUST A BIT MORE TEDIOUS)

COURSE OVERVIEW:

The course, **Practicum I**, is designed to provide the graduate student with an, an opportunity to integrate theory and practice, and a thorough overview of APA ethical standards as related to psychotherapy. The first practicum course requires more practice with the micro-skills first taught in Techniques of Psychotherapy, PSYC 6390.

COURSE OBJECTIVES:

IDEA Objectives	Course Objectives	Assessments
Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)	Students will be able to demonstrate continued effective basic individual psychotherapy skills.	Video/Audiotapes, Transcriptions, Journals, Logs, Individual Supervision
	Students will be able to discuss ethical standards of practice regarding psychotherapy.	Applied Progress Assessment; Professionalism
	Students will be able to interpret Texas Laws regarding the practice of psychology.	Applied Progress Assessment; Professionalism
Developing specific skills, competencies and points of view needed by professionals in the field most closely related to this course	Students will be able to demonstrate awareness of various issues in psychotherapy situations with special populations including people of diverse cultures and individual differences.	Video/Audiotapes, Individual Supervision, Cultural Brochures
Learning to apply course material (to improve thinking, problem solving, and decisions)	Students will write a literature review related to a topic in Practicum I	Research Literature Review and Presentation
	Students will accrue 150 supervised clock hours.	Logs, Journal, Individual Supervision

FINAL GRADE:

Based on: (1) degree of skill developed from beginning to end of semester; grades on exams; supervision averages; completion of all assignments with a score of ≥ 80 .

ATTENDANCE POLICY:

Regular and punctual attendance is expected and will be documented. SHSU policy is that no student will be penalized for three or fewer hours of absences. However, a student may be penalized for more than three hours of absences. My policy: Three hours of absence are free and clear. Plan this time carefully. However, any time beyond the allowed three hours will result in failure of the course unless approved by the instructor. No exam or assignment may be made up unless **PRIOR** arrangements have been made with the instructor. If emergencies occur during scheduled exam times, the student **MUST** contact the instructor within 24 hours in order to qualify for a make-up. No make-up tests will be administered during class time. **IT IS THE STUDENT'S RESPONSIBILITY TO CONTACT THE INSTRUCTOR REGARDING ANY MAKE-UP WORK.**

STUDENTS WITH DISABILITIES - <http://www.shsu.edu/syllabus/>

It is the policy of Sam Houston State University that no individuals otherwise qualified shall, solely by reason of their disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic program or activity. Students with a disability which affects their academic performance are expected to arrange a conference with the instructor as soon as possible. This is so that appropriate strategies can be considered to ensure participation and achievement opportunities are not impaired since there will be **no retroactive accommodation**. Furthermore, accommodations will be made **only to those people who have documented the disability with the Americans with Disabilities Act (ADA) Office** in the Counseling Center. The number there is 294-3512.

To review the most recent specific SHSU policy, please see:

<http://www.shsu.edu/dotAsset/7ff819c3-39f3-491d-b688-db5a330ced92.pdf>

TIME REQUIREMENT

For each graduate hour attempted, at least three hours outside class is expected. This 3-credit-hour course will meet 3 hours each week. That leaves 9 hours outside of class in which to read, meet with volunteer clients, attend your volunteer site, attend supervision, and complete assignments. A practicum frequently requires more hours per week. It is expected that if you enrolled in this graduate course, you can meet the time requirements.

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911(a)(2) defines religious holy days as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code."

A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will notify the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed. To review the specific policy,

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/861001.pdf>

Texas Law: <http://policies.txstate.edu/university-policies/02-06-01.html>

PROFESSIONALISM

Attendance, punctuality, adherence to ethical standards, the quality of your interactions with colleagues and supervisors, and the quality of your timeliness in completing assignments all determine your professionalism, which in turn signals your readiness to advance to subsequent practicum. Additionally, computer laptops and computer tablets are welcome in class. Cell phones are not allowed and obvious presence will result in loss of Professionalism points one/class period each time a cell phone is spotted. Additionally, this sighting will be announced in class by the instructor.

ACADEMIC HONESTY

The Graduate Faculty of Sam Houston State University expects students to conduct their academic work with integrity and honesty. Acts of academic dishonesty will not be tolerated and can result in the failure of a course and dismissal from the University. Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, collusion (the unauthorized collaboration with another person in preparing work offered for credit), the abuse of resource materials, and misrepresentation of credentials or accomplishments as a member of the college.

The University's policy on academic honesty and appeal procedures can be found in the manual entitled Student Guidelines, distributed by Division of Student Services. (Reference Section 5.3 of the SHSU Student Guidelines)

To receive credit for any assignment in this class, all products should be generated after the class began and the task was assigned. In other words, nothing from another class should be used for credit in this class, even if the author is a student currently enrolled in this class. APA-VI will be used for all written assignments, unless otherwise noted, and loss of points will result from any failure to use proper APA Style. Failure to use accurate, proper citations for work may result in no credit for the assignment.

Please review the linked policy to be sure you are aware of what constitutes various acts of academic dishonesty. All instances of academic dishonesty will be referred to the Dean of Students for disciplinary action.

<http://www.shsu.edu/dotAsset/728eec25-f780-4dcf-932c-03d68cade002.pdf>

STUDENT GRIEVANCE

There is a procedure for students to grieve a number of disputes. To initiate a grievance, a student must start with the instructor to try and resolve the issue. The most recent specific policy is here: <http://www.shsu.edu/dotAsset/0bb1346f-b8d6-4486-9290-dba24123d0d8.pdf>

CLASSROOM VISITORS

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor because much of what we do in class 6390 and 6391 is confidential. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

CLASSROOM RULES OF CONDUCT

Any disorderly classroom conduct that obstructs, interferes with, inhibits and/or disrupts teaching and/or related classroom activities is prohibited. This includes any disrespect to peers/instructor. Persons in the classroom engaging in such conduct will be asked to leave. Failure to leave the classroom will result in University Police being requested to come to the classroom to assist with the removal of the person. This area relates to Professionalism.

COURSE REQUIREMENTS

Students will be required to practice the basic psychotherapy skills with 40 hours of face-to-face contact with volunteer clients. Fifty-eight hours of volunteer work is also required. Clinical psychology students typically volunteer in a clinical agency/setting. Volunteer hours may also be achieved by being a volunteer client with a peer counselor or by attending your own personal therapy. The total of 150 hours will include the supervision and class hours. Presentations and additional projects will also be required of each student to hone skills for professional settings.

Hours required:

- 40 face-to-face with volunteer clients
- 58 volunteer hours
- 13 supervision
- 42 class



153 hours total (*this is padded to make sure you achieve 150 hours*)

All hours except the 40 face-to-face can be negotiated with the instructor.

SUPERVISION

A portion of your evaluation consists of your ability to receive supervision and make necessary adjustments. Preparation for supervision sessions with tapes cued, transcripts completed correctly with *shoulda' saids*, and all other paper-work (journal, assent forms, and assigned paperwork) completed is imperative. The ability to accept and make adjustments through supervision is extremely important in training. Your readiness to advance in your program will be determined, in part, by your response to supervision. Refusal to follow supervisor's directives may result in course failure since you are working under your instructor's license as a psychologist. If for any reason, a student does not attend supervision, with no contact with the instructor, that student will be asked to drop/resign 6390 and 6391 (since these courses are always taught together).

INDIVIDUAL RESEARCH

To receive an "A" in the course, you must write a literature review of an approved topic related to Practicum I (ethics, multicultural competence, professionalism with clients, and treatment for a specific area/disorder). As a professional, you will need to share your research results with your colleagues. Your presentation will indicate your success with the assignment and will make you eligible for an **A**. A rubric is provided. Students' topics must be approved by the instructor.

CLASS PARTICIPATION

Class participation in role plays and class discussions is expected as an avenue to meet the course objectives and relates to Professionalism. **PLEASE BRING A DIGITAL DEVICE (digital tablet or laptop) TO ACCESS APA CODE OF ETHICS LINK.** All speech during class must be grammatically correct or will be corrected by the instructor. You are training to be professionals and will desire corrective feedback! If the grammar mistakes are made during class, correction will be during class.

TRANSCRIPTS

Until the Mastery form has been completed, students must transcribe a tape (audio/video) of their choice to demonstrate their skills mastery. Students will want to transcribe 15-20 minutes of the session that demonstrates skill development. The tape should be cued to the beginning of the transcript when arriving for supervision. To obtain full credit for "Prepared for Supervision," each transcript must also include "should'a said's." Submitting assent forms and an audio-tape/video-tape also relate to "Prepared for Supervision" element as does assignments of SOAP notes, treatment plans, and termination summaries. There have been a few times when the video equipment provided by the University did not work properly. Thus, it is always prudent to have an audio backup recorded on your cell phone.

PROGRESS ASSESSMENTS

Two progress assessments will be administered during the semester. One is multiple choice (similar to the EPPP, required for licensure; the other is a take-home Final Exam (Texas Law). Both will be administered via Blackboard. You will have two chances to take each exam, should you want to improve your initial grade.

PRESENTATIONS

One individual presentation will be required: the Review of Literature, related to a topic in Practicum I. A rubric will be provided on Blackboard to guide preparation of the Literature Review. There will be no PowerPoints for the presentation. The only visual you may have is a one-page handout, which can have no mechanical writing errors. You will not receive a grade for your Lit Review presentation; however, you cannot make an "A" without the presentation. There will be two opportunities to display your discussion facilitation skills, one to facilitate a discussion of a Koocher chapter, and two to facilitate a discussion of the various Texas Laws that pertain to the practice of psychology.

COURSE EVALUATION

Satisfactory performance will result in a grade of **B**. Outstanding performance will be recognized with a grade of **A**. It is possible that all students receive an **A**. (It is also possible that all students receive a **B**.) No **C**'s will be assigned. If a student is not able to perform at a satisfactory level (translated to A or B for graduate work), an **F** will be assigned.

Practicum I is aligned with the Rules of the Texas State Board of Examiners of Psychologists and the Ethical Guidelines of the American Psychological Association.

CATEGORICAL PERCENTAGES

Exams	60%
Assignments	25%
Professionalism*	15%
	100%


IDEA COURSE EVALUATIONS

Your instructor prefers 100% participation on the IDEA Course Evaluations. If we reach 100%, everyone will receive one point of Extra Credit to be added to your final weighted grade. If your grade is on the cusp, this could help you immensely. If 100% participation is not achieved, no one receives Extra Credit.



To receive an “A”	To receive a “B”
<ul style="list-style-type: none"> • Keep up with scheduled readings • Meet counseling and supervision appointments on time • $\geq 90\%$ on all progress assessments and assignments • Be able to be supervised and incorporate feedback • Attend and participate in class • Accumulate approximately 10 hours each week of practicum hours • Make an outstanding ethnic values presentation (cultural brochure) (90 or above) • Maintain high quality interactions with peers, clients, volunteer site, and supervisor • Provide typed transcripts of 15 – 20 minutes with “shoulda saids.” • Maintain a journal of all practicum hours • Integrate theory with practice • Progress in skill development and consistency during the course of the semester • Professional demeanor (attendance, punctuality, timeliness of assignments, professional dress with mock clients, etc.); • Demonstrate sensitivity to cultural and individual difference issues; • Use technology effectively; • Demonstrate compliance with ethical guidelines and seek supervision when unsure; and • Research: Review of Literature summary and presentation 	<ul style="list-style-type: none"> • Keep up with scheduled readings • Meet counseling and supervision appointments on time • $\geq 80\%$ on all progress assessments and assignments • Be able to be supervised and incorporate feedback • Attend and participate in class • Accumulate approximately 10 hours each week of practicum hours • Make an adequate ethnic values presentation (80-89) • Maintain high quality interactions with peers, clients, volunteer site, and supervisor • Provide typed transcripts of 15 – 20 minutes with “shoulda saids.” • Maintain a journal of all practicum hours • Integrate theory with practice • Progress in skill development and consistency during the course of the semester • Professional demeanor (attendance, punctuality, timeliness of assignments, professional dress with mock clients, etc.); • Demonstrate sensitivity to cultural and individual difference issues; • Use technology effectively; and • Demonstrate compliance with ethical guidelines and seek supervision when unsure

SCHEDULE

Month	Day	Readings	Due
January	19	Overview of course Refresh Acquaintances Activities Active Shooter on Campus Discussion of appropriate Volunteer Sites/Approval Process Sign Documents	
	26	APA Code of Ethics & Quiz <i>Introduction & Applicability</i> Harman Demo w/ student	Read and synthesize <i>Introduction & Applicability</i> of APA Ethics Code http://www.apa.org/ethics/code/
February	2	APA Code of Ethics & Quiz <i>Preamble</i> Koocher – Chapter 1 – On Being Ethical Discussant: Chaise Edwards Harman Demo w/ student	Set up Supervision times and begin supervision after today. Read and synthesize <i>Preamble & Introduction & Applicability</i> of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 1
	9	APA Code of Ethics & Quiz <i>General Principles</i> Koocher – Chapter 2 – Competence Discussant: Christina Engelken Harman Demo w/ student	Bring audio/video of peer counseling to supervision Read and synthesize Read and synthesize <i>General Principles</i> of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 2
	16	APA Code of Ethics & Quiz <i>Section 1: Resolving Ethical Issues</i> Koocher – Chapter 3 – Psychotherapy I Discussant: Addie Goodson Harman Demo w/ student	Read and synthesize Read and synthesize <i>Section 1</i> of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 3
	23	APA Code of Ethics & Quiz <i>Section 2: Competence</i> Koocher – Chapter 4 – Psychotherapy II Discussant: Stacie Higgins Harman Demo w/ student	Read and synthesize Read and synthesize <i>Section 2</i> of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 4

March	2	<p>Lit Review Presentation APA Code of Ethics & Quiz <i>Section 3: Human Relations</i> Koocher – Chapter 5 – <i>Ethical Challenges with Diversity</i> Discussant: Brandon McCormick Seay et al. – Civil Practice & Remedies Code (chapters 81, 137), Code of Criminal Procedure (chapters 46B, 46C), – Presenter: Chaise Edwards Harman Demo w/ student</p>	<p>Read and synthesize Read and synthesize Section 3 of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 5 Lit Review Presentation – Kaitlyn Sims</p>
	9	<p>Lit Review Presentation APA Code of Ethics & Quiz <i>Section 4: Privacy and Confidentiality</i> Koocher – Chapter 6 – <i>Confidentiality, Privacy, and Record Keeping</i> Discussant: Jordan Organ Education Code (chapters 29, 30, 38.016), & Texas Administrative Code (chapter 89.1053) – Christina Engelken</p>	<p>Read and synthesize Read and synthesize Section 4 of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 6 Lit Review Presentation – Kalin Salinas</p>
	16	Spring Break – No Class	
	23	<p>Lit Review Presentation APA Code of Ethics & Quiz <i>Section 5: Advertising and Other Public Statements</i> Koocher – Chapter 8 – <i>Nonsexual Multiple-Role Relationships</i> Discussant: Kalin Salinas Seay et al. – Family Code, chapters 6, 32, 54.02, 71, 81, 91, 153, 261) – Addie Goodson</p>	<p>Read and synthesize Read and synthesize Section 5 of APA Ethics Code http://www.apa.org/ethics/code/ Read and synthesize Koocher, Chapter 8 Lit Review Presentation – Jordan Organ</p>
	30	Good Friday Holiday for Faculty/Students – No Class	
April	6	<p>Lit Review Presentation APA Code of Ethics & Quiz <i>Section 6: Record Keeping Fees</i> Koocher – Chapter 10 – <i>Relationships with Colleagues, Supervisees, Students. & Employees</i> Discussant: Kaitlyn Sims Seay et al. – Health and Safety Code (81, 164, 181, 242.158, 464, 571, 572, 573, 574, 574, 576, 591, 592, 595, 611), & Penal Code (chapters 8, 9, 21, 25) – Stacie Higgins</p>	<p>Read and synthesize Read and synthesize Section 6 of APA Ethics Code http://www.apa.org/ethics/code/ Lit Review Presentation – Brandon McCormick</p>

	13	Lit Review Presentation APA Code of Ethics & Quiz <i>Section 7: Education and Training</i> Koocher – Chapter 11 – Self-Promotion/Social Media Discussant: Chaise Edwards & Christina Engelken Seay et al. – Human Resources Code (chapter 48), Occupations Code (106, 107,) – Brandon McCormick	Read and synthesize Read and synthesize <i>Section 7</i> of APA Ethics Code http://www.apa.org/ethics/code/ Lit Review Presentation – Stacie Higgins
	20	Lit Review Presentation APA Code of Ethics & Quiz <i>Section 8: Research and Publication</i> Koocher – Chapter 13 – MH Practitioners/Legal System Discussant: Addie Goodson & Stacie Higgins Seay et al. - Case Law, HIPAA – Jordan Organ	Read and synthesize Read and synthesize <i>Section 8</i> of APA Ethics Code http://www.apa.org/ethics/code/ Lit Review Presentation – Christina Engelken
	27	Lit Review Presentation APA Code of Ethics & Quiz <i>Section 9: Assessment & Section 10: Therapy</i> Koocher – Chapter 17 – Making Ethical Decisions Discussants: Brandon, Jordan, Kalin, Kaitlyn Assign MC Ethics Exam on BB Seay et al. – Opinions (Attorney General & TSBE) – Kalin Salinas Seay et al. – Review of Texas Law & the Practice of Psychology – Kaitlyn Sims	Read and synthesize Read and synthesize <i>Sections 9 & 10</i> of APA Ethics Code http://www.apa.org/ethics/code/ Lit Review Presentation – Addie Goodson
May	4	Lit Review Presentation Cross-Cultural Brochure Presentations Whatever brochure you hand me will be graded as if this is the way you intended to submit it. If your printer cuts words off, then it is not a perfect brochure and will be graded accordingly. Licensure Documents	Lit Review Presentation – Chaise Edwards
	7	Final Exam (Take Home)	FINAL EXAM DUE BY 12:30 PM



ENJOY YOUR SUMMER BREAK