

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**DEPARTMENT OF EDUCATIONAL LEADERSHIP AND COUNSELING**  
*COURSE SYLLABUS*

Title of Course: **Advanced Internship – Mental Health (3)**

Course No. **CP 688**

*Revised Spring 2012*

Semester:

Instructor:

Office:

Phone:

E-mail:

Office Hours:

Class Room:

Class Dates:

Class Times:

Website:

*Note: The Instructor will add the above information each semester.*

**I. Catalog Description and Credit Hours of Course:**

Field based counseling internships designed to give the student practical learning in chosen Mental Health counseling environment.

**II. Prerequisite(s):**

CP-680 Counseling Practicum completed with credit. Permission of instructor.

**III. Course Integrated in to the Program Requirements**

M.A. Career Counseling	M.A. School Counseling	M.A. Mental Health Counseling	Ed.S. Counseling Education	Psychological Examiner Certificate
		Required	Required Prereq	

**IV. Student Learning Outcomes**

1. Students will learn the various roles and activities of a professional counselor such as record keeping, treatment team meetings, staffing, assessment and referral procedures. This outcome will be measured by the Comprehensive Professional Counseling Portfolio (CPCP).
2. Students will learn application of counseling interventions consistent with counseling theory through direct client contact at internship site. This outcome will be measured by the Comprehensive Professional Counseling Portfolio (CPCP).

3. Students will learn appropriate treatment plan development through assessment, diagnosis and theory application. This outcome will be measured by the Comprehensive Professional Counseling Portfolio (CPCP).

**V. Course as Relates to External Requirements**

<b>CACREP Requirements (2016)</b>	<b>DESE Requirements (2011)</b>	<b>LPC Requirements</b>	<b>NBCC Requirements</b>
Internship (600 Hours)			

**VI. Course as Relates to External Standards V. Course as Relates to External Standards**

<b>CACREP Standards (2016)</b>
<p>Section II.F.5. Counseling &amp; Helping Relationships</p> <ol style="list-style-type: none"> <li>a. theories and models of counseling</li> <li>b. a systems approach to conceptualizing clients</li> <li>c. theories, models, and strategies for understanding and practicing consultation</li> <li>d. ethical and culturally relevant strategies for establishing and maintaining in-person and technology-assisted relationships</li> <li>e. the impact of technology on the counseling process</li> <li>f. counselor characteristics and behaviors that influence the counseling process</li> <li>g. essential interviewing, counseling, and case conceptualization skills</li> <li>h. developmentally relevant counseling treatment or intervention plans</li> <li>i. development of measurable outcomes for clients</li> <li>j. evidence-based counseling strategies and techniques for prevention and intervention</li> <li>k. strategies to promote client understanding of and access to a variety of community based resources</li> <li>l. processes for aiding students in developing a personal model of counseling</li> </ol> <p>CMHC – Internship Section 3</p> <p>J. After successful completion of the practicum, students complete 600 clock hours of supervised counseling internship in roles and settings with clients relevant to their specialty area.</p> <p>K. Internship students complete at least 240 clock hours of direct service.</p> <p>L. Internship students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the internship, provided by (1) the site supervisor, (2) counselor education program faculty, or (3) a student supervisor who is under the supervision of a counselor education program faculty member.</p> <p>M. Internship students participate in an average of 1½ hours per week of group supervision on a regular schedule throughout the internship. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.</p>

<b>DESE Standards (2011)</b>

**VII. Purposes or Objectives of the Course:**

- A. Students minimum workload will be 20 clock hours per week on site totaling 300 clock hours per semester, 120 hours will be direct service (600 hours total in two semesters for a 9 credit internship experience). Interviews will be recorded either on audio or video equipment for review by the instructor, on-site supervisor and peers.
- B. Students will be expected to engage in an average of one and one half (1 ½) hours per week of group supervision conducted by a program faculty member and one hour per week of individual or triadic supervision throughout their internship that will be provided on a regular basis by their site supervisor.
- C. Students will utilize a variety of professional resources such as assessment instruments, computers, print, audio and video media and make referrals to appropriate providers.
- D. Students will deliver direct services, including preventive, developmental and remedial interventions with appropriate clientele, in an appropriate setting and with appropriate supervision.
- E. Students will demonstrate professional, legal, and ethical conduct.
- F. Students will integrate and synthesize previously acquired didactic and experiential learning in to all aspects of counseling by utilizing the principles of diagnosis, treatment, referral, prevention, conducting a biopsychosocial history, etc.
- G. Students will demonstrate multicultural competency and the ability to modify counseling systems, theories, techniques, and interventions to make them culturally appropriate for diverse populations.
- H. Students will identify and advocate for policies, programs, and services that are equitable and responsive to the unique needs of clients.
- I. Students will demonstrate their ability to locate resources in the community that promotes optimal wellness for clients.
- J. Students will demonstrate appropriate use of client record-keeping.
- K. Students will demonstrate their ability to screen for and provide appropriate counseling strategies when working with clients with addiction and co-occurring disorders.
- L. Students will demonstrate their ability to use procedures for assessing and managing suicide risk.
- M. Students will be evaluated formally by a program faculty in consultation with the site supervisor on their performance.
- N. Students will demonstrate the ability to recognize their limitations as a mental health counselor and seek supervision or referral of clients when appropriate.

**VIII. Course Content or Outline:**

**Total Internship Hours 600.**

- A. The student will deliver a total of 120 hours of direct services (during a total of 300 hours of internship), including career interventions with appropriate clientele, in an appropriate setting and with appropriate supervision.
- B. The student will complete a minimum workload of 20 clock hours per week on site totaling 300 clock hours per semester.
- C. The student will participate in an average of one hour per week of individual and/or triadic supervision provided by the on-site supervisor and an average of 1.5 hours per week of group supervision provided by the university supervisor.
- D. The student will be expected to attend counseling critique sessions, seminars, and case conferences as outlined by the instructor and the on-site supervisor.

**IX. Textbook(s):**

Assigned Readings

**X. Expectations of Students:**

- A. Students will be involved in an appropriate counseling setting for a minimum of 20 clock hours per week.
- B. Students will spend at least 40% of his/her time in direct services to clients (e.g. 120 hours of a 300 hour internship).
- C. Students will submit audio and videotapes of counseling sessions for review by the instructor, on-site supervisor and/or peers.
- D. Students will attend counseling critique sessions, seminars, and films as outlined by the instructor.
- E. Students will meet for one hour per week (minimum) for individual supervision.
- F. Students will submit psychological write-ups on appropriate clientele.
- G. Students will maintain a journal pertaining to professional readings and activities.
- H. Students will have current professional liability insurance throughout the internship period.

**Requirements**

***First Internship***

Each intern will develop and maintain a Professional Portfolio and a Resource Binder bring them to each individual session with the university supervisor. This portfolio may take on several forms. Most likely a binder that includes positive information about the developing counselor. This portfolio should be professionally done and represent ones best organizational and education skills. I should be tailored to fit the intern's own need and could include anything the student wishes (Care should be taken with confidential information). However it should contain at least the following:

- 1. A resume or vita.

2. Log of all hours broken down by type (i.e. site time, supervision, group, individual, marriage, intake).
3. Contracts, agreements, field contract.
4. Proof of malpractice insurance.
5. Personal reading list. (Books, articles etc. that you have read to increase your knowledge.)
6. Client reading list. (Books, articles etc. that you believe would be beneficial to clients.)
7. An example of a familiar intake write up (an intake interview report).
8. At least two examples of different note taking styles that are familiar (e.g., NAP, SOAP).
9. Evaluations by site and university supervisors.
10. Two five page theory summaries. These should be based upon your readings and demonstrate understanding of the theory. (One by mid-term.)
- 11 Case study and self evaluation of **two** tapes presented in group supervision. These should be constructed in the following manner:
  1. Counselor's Name.
  2. Setting.
  3. Sessions: Current and Expected.
  4. Counselor's personal and professional goals. (What are you working on?)
  5. Client description. Give name (assumed), age, gender, marital status, etc.
  6. Diagnosis (DSM or other appropriate).
  7. Presenting Problem.
  8. Counseling Approach.
  9. Counseling Goals.
  10. Counselor's Strengths.
  11. Counselor's areas for improvement.
  12. Areas for feedback. (What you want to know.)

### ***Second Internship***

Continue with portfolio including: hours, reading lists, contract agreements, etc.

1. Evaluations from site and university supervisors.
2. Updated resume or vita and a counseling job application cover letter. (May be written specific or general.)
3. An example of a termination summary.
4. Write up and self evaluation of one additional tape presented in group supervision.

### **XI. Basis for Student Evaluation**

- A. Counseling skills performance level. (20%)
- B. Participation in seminar and critique sessions. (20%)
- C. Psychological write-ups and professional journal. (20%)
- D. Meeting requirements of the counseling setting. (20%)
- E. Meeting individual supervision requirements of on-site and university supervisors. (20%)

#### ***Final letter grade:***

91% to 100% -- A

81% to 90% -- B  
71% to 80% -- C  
0% to 70% -- F

*Note: The section “Basis for Student Evaluation” is given as a general guideline. Course assignments and the exact final letter grade are at the discretion of the instructor. Each instructor will include assignment information and grading procedure in this section in the specific course syllabus handed out at the beginning of each semester.*

## **XII. Methods of instruction**

A combination of:

- Classroom lectures and discussions
- Classroom experiential exercises
- Web-assisted instructions and tests/exams

## **XIII. Academic Honesty:**

Southeast Missouri State University expects all students, faculty and staff to operate in an honest and ethical manner. Academic dishonesty is a very serious offense because it undermines the value of your education and the education of others. Students who engage in academic dishonesty face significant penalties. Forms of academic dishonesty include, but are not limited to, plagiarism, cheating, contract cheating, misrepresentation, and other actions you take. Some of these are defined below:

1. Plagiarism means passing off someone else’s work as your own, whether it is intentional or unintentional.
2. Cheating includes copying from another person or source of information to meet the requirements of a task.
3. Contract cheating is paying someone else or a company to do your work.
4. Misrepresentation means you are posing as someone else or someone else is posing as you to complete a task.
5. Collusion means working with one or more people to cheat. If you help someone cheat or plagiarize you will face the same penalties.

For more information, visit the Responsible Redhawks Code of Conduct <http://www.semo.edu/responsiblerehawks/code-of-conduct.html> or the Faculty Handbook Section (D) on Academic Honesty <http://www.semo.edu/facultysenate/handbook/5d.html>

## **XIV. Accessibility:**

Southeast Missouri State University and Disability Services are committed to making every reasonable educational accommodation for students who identify as people with disabilities. Many services and accommodations which aid a student’s educational experience are available

for students with various disabilities. Students are responsible for contacting Disability Services to register and access accommodations.

**[Accommodations are implemented on a case by case basis. For more information, visit http://www.semo.edu/ds/ or contact Disability Services at 573-651-5927.](http://www.semo.edu/ds/)**

## **XV. Civility:**

Your university experience is purposely designed to introduce you to new ideas, help you think effectively, develop good communication skills, evaluate information successfully, distinguish among values and make sound judgements. Doing this well requires respectful and courteous discussion among and between students and the instructor. Together, we must create a space where we acknowledge and respect others have different experiences, perspectives and points of view. Disagreements are likely. Mutual respect for one another and a willingness to listen are important. Remember, you are responsible for your behavior and actions. There is a no tolerance policy on bullying or harassment of any kind. Additional information on student conduct may be found at: <http://www.semo.edu/pdf/stuconduct-code-conduct.pdf?ver=1.0> and [http://www.semo.edu/pdf/Conduct\\_Faculty\\_Resource\\_Guide.pdf](http://www.semo.edu/pdf/Conduct_Faculty_Resource_Guide.pdf)

Further, it is to be expected that the instructor will treat all students with dignity and respect – it is also expected that the students will treat both the instructor and other students with this same respect. In order to facilitate this process more effectively, students are asked the following: 1) before class turn off all pagers and cell phones; 2) refrain from text messaging during class; 3) avoid distracting behavior (e.g. popping gum, noisy eating, and clipping fingernails); 4) minimize side conversations; and, 5) maintain respectful interactions. Finally, personal harassment of any kind will not be tolerated.

## **XVI. Counselor Dispositions**

Counselor Dispositions, as assessed within Counselor Education are guided by the central core of the Counseling Conceptual Framework. The beliefs and attitudes related to the areas of *competence, reflection and caring*, are the guiding influence with the eight foundational counselor dispositions assessed throughout the program. These are: 1) Genuineness, 2) Congruence, 3) Non-judgmental Respect, 4) Emotional Awareness, 5) Ethical Understanding, 6) Concreteness, 7) Empathy, and 8) Professional Commitment. [See https://semo.edu/psychology-counseling/accreditation.html](https://semo.edu/psychology-counseling/accreditation.html) where the current student handbook can be accessed.

## **XVII. Mandatory Reporting:**

I will keep information you share with me confidential to the best of my ability, but as a professor I am legally required to share information about sexual misconduct and crimes I learn about to make our campus and community safe for everyone.

## **XVIII. Student Success:**

This course uses SupportNET, Southeast's student success network, to improve communication between students, faculty and staff on campus. You'll get emails through SupportNET with information about resources or concerns. Please read these emails—they are sent to help you

succeed! You can access SupportNET through your portal, Moodle or directly at supportnet.semo.edu to see any academic alerts, ask for help and to access resources to support your success at Southeast.

## **XIX. Course Schedule**

*Note: Course Schedule will be added each semester by the instructor.*

Questions, comments or requests regarding this course or program should be taken to your instructor. Unanswered questions or unresolved issues involving this class may be taken to Dr. Ruth Ann Roberts, Interim Chair, Department of Educational Leadership and Counseling.