**RSED 4920**

Clinical Residency

**Spring 2025**

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**Department of Special Education, Rehabilitation, and Counseling**

**College of Education**

Instructor Information:

**Briana Leavigne**

**BZL0090@auburn.edu**

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Office Hours:

**WED/FRI 8:00 AM – 11:00 AM (By Appointment)**

**SYLLABUS**

**Course Number:** RSED 4920 (3 semester hours)

**Course Title:** Living & Communicating in a Diverse Society

**University:** Auburn University

**Prerequisites:** Departmental approval or admission to internship.

**Instructor:** Briana Leavigne, MS, LPC

**Contact Info:** BZL0090@auburn.edu

**Class Meeting:** synchronous online, 6 meetings/semester

**Date Syllabus Prepared:** January 2025

**Required Readings and Videos**

**Text**: No Required Text

**Course Description:**

Comprehensive supervised on-the job experience in a school, college or community-based setting serving individuals with disabilities. Departmental approval or admission to internship.

**Program Overview:**

The RDS program prepares students to work with people who have disabilities or other life altering experiences that impact the ability to pursue activities of daily living, employment, or community integration. The focus of the program is to empower people to reach their fullest physical, psychological, sociological, and vocational potential.

**Course Objectives:**

The purpose of the internship is to provide the student with a supervised experience in a human service organization. This experience should expose the student to issues affecting the rehabilitation process and/or the delivery of rehabilitation services.

The internship experience is 450 hours at an approved rehabilitation site. Objectives that each student must, at a minimum, accomplish are:

1. To become familiar with the organizational structure of the unit or agency including the role and function of staff.

2. To become familiar with the philosophy, mission, and goals of the unit or agency exclusive to the agency.

3. To become aware of potential legal issues that may affect the effective functioning of the unit or agency regarding delivery of services.

4. To become aware of unit or agency standards that assure quality of care and services provided.

5. To become more aware of personal prejudices and social barriers that may impede the rehabilitation process.

**Roles and Responsibilities:**

 **In addition to the 450 hours of field experience, the student must attend all scheduled class meetings. These class meetings will consist of discussing each student's internship experience and the course objectives relative to your placement site.**

The Department is expected to:

1. Provide bi-weekly individual or group supervision that includes 1 hour of group supervision during every other week of enrollment.

2. Provide a copy of the practicum syllabus to the Site. (If you did not receive a copy with this memo, please ask your supervisee to obtain one for you.)

3. Indicate to the practicum student that the Department expects the student to abide by the policies of the site.

4. Initiate, as indicated, conferences with the Site Supervisor for the purpose of discussing the student's performance.

5. Emphasize to students their professional responsibilities to clients.

6. Remind students that they are covered by the Auburn University Professional Liability Insurance policy. Dr. Derzis can provide a certificate ofliability insurance if requested.

The Site is expected to:

1. Provide clinical experiences for the field experience student in accordance with department requirements that include hours at a site weekly. The number of hours per week that a student will complete field experience varies on the student need for the semester.

2. Make provisions for orientation of the Department and the field experience student of the buildings, philosophies, and policies of the site. Included in the orientation should be the procedure for weekly and daily work duties, emergency procedures of the site, and any site-specific limits to confidentiality of which the student should be aware.

3. Attempt, within site philosophy and administrative guidelines, to help the student meet departmental requirements.

4. Assist in the evaluation of the student's clinical performance relative to the objectives of the experience. A formal evaluation is conducted using the forms provided at both mid-term and final weeks of the term. The site will notify the departmental supervisor of any problems, which may influence the student's successful completion of the placement.

5. Assure that the student will be properly supervised at all times by someone holding appropriate credentials for the student's position in the agency

The student is expected to:

1. Meet all requirements specified in the syllabus.

2. Participate fully and reflectively in supervision on site and at the university.

3. Attend all supervision meetings.

4. Establish and maintain a consistent schedule throughout the term of enrollment.

5. Notify, in advance when possible, all supervisors of absences.

**Course Requirements:**

**Attendance Policy**- It is expected that each student will attend the scheduled class meetings. We will meet on Zoom . It is a free software available for download for phone devices or computers.

**Journal**- As a part of the internship experience, each student will keep a weekly log or journal of their experiences for each week of the Internship. These entries should reflect on: new learning, experiences during the week, your personal thoughts on the activities you participated in or shadowed, and general thoughts regarding the week. Journal entries should be approximately one to two (1-2) pages in length and turned in weekly via CANVAS by uploading the WORD document. See CANVAS for due dates.

**Evaluation**- Each student will have two evaluations completed by your site supervisor. These will be e-mailed out to site supervisors as a link to click and complete. Student evaluation will occur at midterm and final in formal evaluations.

**Log of Hours**- Each student will fill out a weekly log documenting the hours at the Internship site. The log of hours needs to be uploaded on CANVAS by the last day of class, documenting your 450 hour experience signed by your supervisor for verification.

**Reflection-** Each student will need to write and tum in a Reflection paper on their internship experience. This will be similar to the journal, but more comprehensive. This Reflection should be a minimum of three to five (3-5) pages in length and in APA style. This assignment is due before the last day of class and uploaded to CANVAS.

**Site Visit**- A representative of the rehabilitation program will conduct a site visit at least once per semester for each intern. This will provide the RSED faculty a chance to evaluate the student at their internship site, meet with site personnel, and to meet with the student to discuss the field experience.

**Class Policy Statements:**

Liability Coverage

Student's officially registered and enrolled at Auburn University are covered by professional liability insurance in the amount of $1,000,000. Students who may need to document this coverage may request such from Dr. Derzis.

Class Policy Statements

All policies related to Auburn University can be found in the Student Policy Handbook which can be located at this link:

http://www.aubum.edu/student info/student policies/

Policy on Class Attendance

Students are expected to attend all their scheduled classes. College work requires regular class attendance as well as careful preparation. Specific policies regarding class attendance are the prerogative of individual faculty members. Faculty shall inform each class in writing at the beginning of the course regarding the effect of absences on the determination of grades.

The student is expected to carry out all assigned work and to take examinations at the class period designated by the instructor. Failure to carry out these assignments or to take examinations at the designated times may result in an appropriate reduction in grade, except as provided in paragraph 4 below.

Accommodations for Students with Disabilities:

Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (VITT).

Cheating: Please see the academic honesty code in the student policy handbook.

Assignments: All written assignments are expected to conform to the current style manual of the American Psychological Association (APA). Written assignments are expected to be typewritten, grammatically accurate, and free of spelling and typographical errors. Assignments are to be of a quality that would be expected of a professional.

Professionalism: As faculty, staff and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College's conceptual framework. These professional commitments or dispositions are

• Engage in responsible and ethical professional practices

• Contribute to collaborative learning communities

• Demonstrate a commitment to diversity

• Model and nurture intellectual vitality

Office Hours: I am available by appointment only. Campus email is the best way to reach me to schedule an appointment. I encourage you to make an appointment if you have any questions or concerns about the course or your internship experiences. I am happy to meet with you via Zoom. Response time to e-mails is 48-hours Monday-Friday 8 AM – 5 PM.