**Auburn University**

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

**Syllabus**

**Summer 2022**

**1. Course Number:** COUN 2940 (3 credit hours)

**Course Title:** Directed Field Experience in Counseling

**University:** Auburn University

**Prerequisites:** COUN 2000; registered Counseling Minor

**Instructor(s):** LaKaylyn Washington ([lkw0017@auburn.edu](mailto:lkw0017@auburn.edu))

**Supervisor:** Jeff Reese ([rjr0028@auburn.edu](mailto:rjr0028@auburn.edu))

**Class Meeting:** Fridays at 9am; Location: Zoom

**Site Meeting:** As scheduled by your assigned site supervisor

**Office Hours:** Fridays at 10am or by appointment

**2. Date Syllabus Prepared:** May 2022

**3. Required Readings:** Articles as assigned to assist with clinical-related understanding and tasks. (see Course Schedule & Reading appendix for more details)

American Counseling Association Code of Ethics:

<https://www.counseling.org/Resources/aca-code-of-ethics.pdf>

Andoh, E. (2021) Psychology’s Urgent Need to Dismantle Racism. *Monitor on Psychology*, 52(3), 38.<https://www.apa.org/monitor/2021/04/cover-dismantle-racism>

APA Style Guide: Bias Free Language <https://apastyle.apa.org/style-grammar-guidelines/bias-free-language>

Behnke, S. (2015) What we owe our clients. *Monitor on Psychology 46*(1), 66. <https://www.apa.org/monitor/2015/01/ethics>

Clay, R. (2010) How do I become culturally competent? *gradPSYCH Magazine. (9),* 24.

<https://www.apa.org/gradpsych/2010/09/culturally-competent>

*Ethical Principles of Psychologists and Code of Conduct* (2002 with 2010 & 2016 amendments) Available on the APA website: <http://www.apa.org/ethics/code/index.aspx>

**4. Course Description:**

This course provides students with the opportunity to gain supervised field experience in counseling, psychology, psychiatry, and other clinically related fields.

**5. Course Requirements**

**Course content**: Over the course of the semester (starting May 21st-August 6th) students are required to have 1 hour of supervision. Students are also required to obtain 8 hours of on-site field experience between May 24th – and August 6th with a minimum of 80 hours to maintain satisfactory grading.

**Readings & Assignments**: Readings (if any) are outlined in the course calendar and should be very minimal and no more than 1-2 pages. Assignments will be focused on a) hours log and b) evaluation form from student and from site. All readings and page numbers are outlined within the class schedule and detailed in the Reading Appendix. Readings are due before class in order to help facilitate discussion. Students will give a brief presentation/overview (informally) of their field experience and their roles on the final class day.

**Participation**: Students are required to share about their experiences each week during class time. Participation will be evaluated based on answers provided each week to discussion questions and class discussion topics. During class time we will discuss questions that may arise throughout the week during your designated field experiences. Students are required to participate in order to gain a Satisfactory grade in the course. Students who fail to participate will be given unsatisfactory evaluation grades.

**Hours Log:** Students are required to submit hours log mid semester and at the end of the semester. Site supervisors are required to sign off on ALL hour logs. The course hours log can be found attached toward the end of the syllabus. Please keep track of your hours over the course of this semester in order to complete this form appropriately.

***Course Schedule:***

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Topic(s)** | **Reading Due** | **Assignments** |
| May 20 | Professionalism, Confidentiality, and HIPAA | Section 4: APA Ethics code  Section B: ACA (see Reading Appendix for all) |  |
| May 27 | Getting Settled, Things that may arise in Clinical Settings |  | Please be prepared to share when you will complete your hours each week. (Days and Times) |
| June 3 | Treatment Care & Affirming Language | APA Style Guide: Bias-Free Language \*briefly view each section\* (see Reading Appendix) |  |
| June 10 | Clinical Professions & Fields of Study | \*\*\*Briefly review the different fields of study/professions outlined in resources provided. (see Reading Appendix) |  |
| June 17 | Ethical Considerations | Behnke, S. (2015) (see Reading Appendix)  \*\*\*Briefly review code of ethics listed in additional resources. |  |
| June 24 | Social Justice/Diversity | Andoh, E. (2021) (see Reading Appendix) |  |
| July 1 | Gaining Cultural Competence/ Self-Awareness/ Challenging self-bias | Clay, R. (2010) (see Reading Appendix) |  |
| July 8 | Counseling Skill Development: Basic Counseling Skills |  |  |
| July 15 | Building Mentorship and Networking Opportunities |  |  |
| July 22 | Counseling Theories |  |  |
| July 29  \*Last class day | Site Presentations |  | Students are required to prepare a brief (informal) presentation of their counseling cite and their role’s. |
| Aug 5 | NO CLASS |  | Final day to submit ALL evaluation forms. |

\*\*\* All assignments are due by class time.

**6. Course Grades**

Final grades in the course are S/U. Grades will be determined by attendance, participation in supervision, satisfactory site evaluation, and adherence to ethical expectations regarding working in a clinical setting. Students may receive a grade of “Unsatisfactory” if they have excessive absences from site, do not fulfill/complete required hours on site, have more than 1 absence from supervision, and/or engage in practices that violate ethical conduct (e.g., violating a client’s right to confidentiality, mishandling information that compromises HIPAA laws or security, etc.).

**7. Class Policy Statements:**

# Attendance Policy

Each student is allowed ONE (1) unexcused absence during the semester from the supervision hour. Site supervisors will navigate students’ absences from sites, but a minimum of 80 on-site hours are required. If students are aware of conflicts with their regularly scheduled on site times, they must contact the supervisor(s) in advance to find an alternative time to complete their hours for the week. When students’ regularly scheduled hours are interrupted due to university holidays, students will work with the supervisor to identify ways to meet the required number of hours.

Students are granted excused absences for the following reasons: illness of the student or serious illness of a member of the student’s immediate family, death of a member of the student’s immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have excused absences from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the *Student Policy handbook* at [www.auburn.edu/studentpolicies](https://cas.auburn.edu/owa/redir.aspx?C=ef2eb0b81d90495098a27dc4053361aa&URL=http%3a%2f%2fwww.auburn.edu%2fstudentpolicies) for more information on excused absences. When students miss their lab hours due an excused absence, students should work with the instructor to ensure they still meet the total number of hours required for this course (80).

Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting with me during the first week of classes, or as soon as possible if accommodations are needed immediately. 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 (V/TT).

Honesty Code: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Handbook (<http://www.auburn.edu/student_info/student_policies/>) will apply to this class. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

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 listed below:

* + - Engage in responsible and ethical professional practices
    - Contribute to collaborative learning communities
    - Demonstrate a commitment to diversity
    - Model and nurture intellectual vitality

Ethical Behavior: Participation in this class involves access to sensitive and confidential material. In compliance with clinically related ethics covered in the supervision course component, students are required to engage in ethical conduct. Students must follow procedures explained by the instructor and supervisor to ensure security of clinical information. Failure to follow guidelines could result in a grade of Unsatisfactory for the course, as explained above. Students with questions about protocols should seek guidance from the instructor/site supervisor.

Course Contingency: If normal class activities are disrupted due to serious illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.

Reading Appendix

The reading experiences is organized based on assigned readings for each week. Helpful resources will also be linked for personal use and knowledge. Please attend to page numbers for each assigned reading. Many of these resources may be helpful as you all progress in discovering your future careers.

***Week 1: Professionalism, Confidentiality, and HIPAA***

* + (Section 4 ONLY): *Ethical Principles of Psychologists and Code of Conduct:* <https://www.apa.org/ethics/code>
  + (Section B ONLY): American Counseling Association Code of Ethics:

<https://www.counseling.org/Resources/aca-code-of-ethics.pdf>

*\*\*\*Additional helpful resources:*

* + Health Insurance Portability and Accountability Act. (2020, June 4) *Information Related to Mental and Behavioral Health, including Opioid Overdose.* HHS.gov

<https://www.hhs.gov/hipaa/for-professionals/special-topics/mental-health/index.html>

* + HIPPA Privacy Rule and Sharing Information Related to Mental Health (see Canvas page)
  + Protecting your Privacy: Understanding confidentiality <https://www.apa.org/topics/ethics/confidentiality>

***Week 2: Getting Settled, Things that may arise in Clinical Settings***

* + no readingsthis week

***Week 3: Treatment Care & Affirming Language***

* + APA Style Guide: Bias Free Language <https://apastyle.apa.org/style-grammar-guidelines/bias-free-language>

\*\*\*Additional helpful resources

* + American Psychological Association. (1990)*Guidelines for Providers of Psychological Services to Ethnic, Linguistic, and Culturally Diverse Populations.*<https://www.apa.org/pi/oema/resources/policy/provider-guidelines>
  + Holdon, K. et al. (2014) Toward culturally centered integrative care for addressing mental health disparities among ethnic minorities*. Psychological Services*, 11(4), 357-368. <https://www.apa.org/pubs/journals/releases/ser-a0038122.pdf> (see Canvas for article)
  + Pope, K. S. (2005). Disability and Accessibility in Psychology: Three Major Barriers. *Ethics & Behavior,* *15*(2), 103-106. <http://dx.doi.org/10.1207/s15327019eb1502_1> (see Canvas page)

***Week 4: Clinical Professions & Fields of Study***

\*\*\* Additional helpful resources

* + American Psychological Association (2013) *Psychology Science in Action: Science of Psychology.* <https://www.apa.org/action/science>
  + American Counseling Association: What is professional counseling? <https://www.counseling.org/aca-community/learn-about-counseling/what-is-counseling>
  + American Psychiatric Association: What is Psychiatry? <https://www.psychiatry.org/patients-families/what-is-psychiatry-menu>

***Week 5: Ethical Considerations***

* + Behnke, S. (2015) What we owe our clients. *Monitor on Psychology 46*(1), 66. <https://www.apa.org/monitor/2015/01/ethics>

*\*\*\*Additional helpful resources:*

* + American Psychological Association Ethics. Ethical Principles of Psychologists and Code and Conduct: <https://www.apa.org/ethics/code>
  + American Counseling Association Code of Ethics:

<https://www.counseling.org/Resources/aca-code-of-ethics.pdf> (see Canvas for personal copy)

* + American Psychiatric Association: Ethics

<https://www.psychiatry.org/psychiatrists/practice/ethics>

***Week 6: Social Justice/Diversity***

* + Andoh, E. (2021) Psychology’s Urgent Need to Dismantle Racism. *Monitor on Psychology*, 52(3), 38.<https://www.apa.org/monitor/2021/04/cover-dismantle-racism>

***Week 7: Gaining Cultural Competence/ Self-Awareness/ Challenging self-bias***

* + Clay, R. (2010) How do I become culturally competent? *gradPSYCH Magazine. (9),* 24.

<https://www.apa.org/gradpsych/2010/09/culturally-competent>

\*\*\*Additional Resources

* + American Counseling Association: Knowledge Center.

<https://www.counseling.org/knowledge-center/competencies>

***Week 8: Counseling Skill Development***

* + No readings this week

***Week 9: Building Mentorship***

* + No readings this week

***Week 10: Counseling Theories***

* + No readings this week

***Week 11: Site Presentations***

* + No readings this week

***Week 12: All Eval Forms are due***

* + No readings this week

**Log of Hours – To be turned in at mid-semester and at the end of the semester to your instructor**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Week Of:*** | *Hours Expected* | *Hours Completed* | *Tasks Worked On* |
| May 24 | 8 |  |  |
| May 31 | 8 |  |  |
| June 7 | 8 |  |  |
| June 14 | 8 |  |  |
| June 21 | 8 |  |  |
| June 28 | 8 |  |  |
| June 5 | 8 |  |  |
| June 12 | 8 |  |  |
| June 19 | 8 |  |  |
| June 26 | 8 |  |  |
| Aug 2 | 8 |  |  |
| ***Total*** | 88  (\*\*\*80 required to fulfill class requirements) |  |  |

Andm.s

S