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# CO 701 CO 704 Practicum in Counseling

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## **CO 701-704 Practicum in Counseling**

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Fall 2004

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**As soon as you have arranged for your placement, you should provide the following information to Mrs. Claire Williams in the Area of Counseling and Pastoral Care Office:**

- Your name
- Name, address, phone number and other pertinent information of your placement site
- Name of your supervisor and his/her phone number
- The times you will be on site

### **PREREQUISITES:**

- CO 601 Counseling Theories and Techniques
- CO 610 Ethic/Legal Issues in Counseling
- CO 655 Counseling Relationship: Process and Skills
- CO 720 Psychopathology: Theory and Assessment

CO 675 – Group Counseling and CO 660 – Crisis Counseling are also excellent courses that prepares you for counseling but are not mandatory. Some sites might require you to have completed other courses.

### **INTRODUCTION**

These foundational practica are designed to provide students the opportunity to experience the role of counselor in actual situations. Each student will be expected to locate a placement where their responsibilities will include a number of counseling contacts. The Area of Counseling and Pastoral Care maintains a list of sites previously used that you may wish to consult for idea for placements sites. This information can be found on the bulletin board outside the counseling area offices. Students are free to arrange for their own placement sites as long as it meets the practicum requirements. Choose sites are in keeping with your career interests or that involves populations in which you have an interest.

## **GOALS**

As a result of completing this course, students shall:

1. Develop familiarity with the role of the counselor and knowledge varied counseling settings.
2. Have an opportunity to practice verbal skills used in the counseling relationship
3. Use their knowledge of DSM 1V nosology to assess cases
4. Develop treatments plans under appropriate supervision
5. Learn how to interact with clients, colleagues and supervisors
6. Begin to develop their own orientation to counseling

## **REQUIRED READING**

Faiver, C., Eisengart, S. & Colonna, R. (2004). *The Counselor Intern's Handbook* (3<sup>rd</sup> Ed). Belmont, CA: Brooks/Cole.

It would be helpful to read chapter 1 prior to selecting the practicum site. The chapter contains some useful information on selecting a site.

## **REQUIREMENTS**

### **Counseling Component**

Each student shall spend 150 hours (10 hours per week for 15 weeks) for each two hours of credit in an appropriate counseling site. These hours include all work directly related to the practicum such as weekly supervision, client contact, staff meetings, intake sessions, treatment conferences, reading, verbatim preparation (if required) etc.

In order to qualify as an appropriate site the following conditions should apply.

- Access to a pool of clients that provides students with direct client contact. Client contact includes individual, family, group or co-therapy as well as contacts for the purpose of intake, assessment and diagnosis.
- Ideally a minimum of 25% of the total hours will be spent in client contact.
- 1 hour of individual face to face supervision by a qualified person per week. Persons qualified to provide supervision should possess a masters degree in one of the following disciplines: counseling, psychology, or social work.

## **Supervisory Component**

Each student will have one hour of face to face supervision each week. Ideally, the supervision will be provided at the student's practicum setting by a qualified supervisor with a minimum of a masters degree in a clinical discipline (see above). Supervision time will normally be devoted to the students' case load and issues related to their counseling work.

Evaluation is an on-going part of the supervisory process. Students who encounter difficulty in fulfilling the requirements should meet with their placement or faculty supervisor as early as possible for consultation and/or adjustment to their practicum.

## **Ethical Conduct**

All students in counseling practica are expected to adhere to ethical guidelines in conducting their work. The ethical standards for the American Counseling Association apply. Students should also adhere to any ethical standards and guidelines of the placement site.

## **Reading**

500 pages of reading are required. These readings may be drawn from books, articles etc. related to the student's practicum setting.

**Reading should be reported to your faculty supervisor at the end of the semester.**

## **Case presentation Component**

It is possible that in some settings, a supervisor might require audiotapes, videotapes or written verbatim of the student's work. Such work when required will be evaluated by your on-site supervisor.

## **Enrollment in Treatment Planning in Counseling Sections**

Wherever possible, we recommend simultaneous enrollment in one of the sections of *Treatment Planning in Counseling*. This course will be offered in four one-hour sections (ABCD) on a two-year cycle in the following manner:

Section A - CO 602 - Theoretical Approaches to Assessment and Treatment Planning

Section B - CO 603 - Orientation to Christian Approaches to Diagnosis and Treatment Planning

Section C - CO 604 - Supervision of Treatment; Keeping Treatment Records and Using Diagnostic Information to Facilitate Treatment Planning

Section D – CO 605 - Treating the Chronic Mentally Ill and Treatment and Making Treatment Referrals

**Check the current summer schedule to see which section is being offered.**

## **EVALUATION**

This course is offered as credit/no credit. To gain credit for the course, students shall complete the required 150 hours for each two hours of credit.

In addition, students shall submit the following documents to the on-campus faculty supervisor:

- **The counseling hours sheet appropriately documenting all hours.**

The student and the on-site supervisor should sign this form. The faculty supervisor will also sign the form. The original will be given to the student. Students should keep these originals securely as they will be needed for documenting hours to state credentialing boards etc. A copy of the data sheet will be kept in the counseling office.

- **The Supervisor Evaluation Form**
- **The Student Evaluation Form**
- **A report of the completed readings**

**ALL OF THE ABOVE LISTED EVALUATION TOOLS ARE DUE TO DR. HEADLEY ON THE FINAL FRIDAY OF EXAM WEEK IN THE SEMESTER IN WHICH THE PRACTICUM IS COMPLETED**

**If you anticipate problems completing your hours within the given semester or session due to difficulties at the site, you should consult with Dr. Headley prior to the end of the semester.**