

DEPARTMENT OF REHABILITATION COUNSELING AND DISABILITY STUDIES
REHABILITATION SERVICES
COURSE SYLLABUS

I. Descriptive Information

A. Course Number: REHB 301

B. Course Title: Field Experience

C. Catalog Description:

Closely supervised practical experience in a rehabilitation agency or related human service agency in which students actively participate in the delivery of services to various populations served by that agency. Students must complete a minimum of 200 clock hours at an agency to fulfill the Field Experience contact-hour requirements.

D. Instructor's Emphasis:

The field experience course is designed to provide the field experience student with practical experience in the delivery of human services consistent with the kinds of responsibilities assumed by individuals in the field of rehabilitation and other human service related professions. A total of **200 hours** of field work is required to complete the course (about 14 to 16 hours per week for 14 to 15 weeks). The field experience student should work with supervision. Please refer to the *Field Experience Manual* for guidance and direction on successfully conducting the field experience.

E. Course Credit: 3 Hours

F. Prerequisites: Students enrolling in Field Experience 301 and 302 must have completed Pre-Field Experience (REHB 300), Introduction to Rehabilitation (REHB 340), Occupational Information and Job Placement (REHB 372), Physical and Psychological Aspects (REHB 390 & 391), Community Resources (REHB 410) and Principles of Counseling (REHB 481).

G. Intended Audience: Advanced Undergraduate majors in Rehabilitation.

H. Instructor: Ms. Phyllis Kelly-Gailes, M.A.

Office Location 311 Blanks Hall

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Department of Rehabilitation and Disability Studies

Office Location: 230 Blanks Hall

Phone Number: 771-2390

II. Student Learning Outcomes:

Upon successful completion of the course, students will:

1. Explain ethical and confidentiality issues related to field experience.
2. Execute the ability to adhere to professional standards of conduct.
3. Recall the role and functions of the agency and professional staff.
4. Recognize the active role in the delivery of services.
5. Recognize and actively play an active role in the delivery of services.
6. Produce agency reports for agencies of employment.
7. Execute their roles as members of interdisciplinary teams.
8. Generate intake and progress notes.
9. Recall and appropriately accept and give feedback to assist in professional growth and development.
10. Generate reports based on their weekly client interactions.
11. Recognize cultural differences among their clientele.
12. Enhance critical thinking skills, problem solving, and adaptations.
13. Execute good problem solving skills.
14. Uphold professionalism.
15. Understand the importance of prioritization.
16. Master case management.
17. Practice good time management.
18. Explain the importance of informed consent in rehabilitation service delivery.
19. To gain experience as a professional.
20. Advocate for client rights.
21. Recognize the steps in release of information for consumers.
22. Maintain boundaries of professionalism.

III. Readings

Textbook:

Mc Clam, T., & Woodside, M. (2010). *Initial interviewing: What students want to know*. (1st ed.). Florence, Kentucky: Cengage Learning, Inc.

IV. Accommodations Statement:

Students with disabilities should make the needs for accommodations known to the instructor during the first week of classes. The instructor, with assistance from the Southern University Office of Students with Disabilities will make reasonable accommodations for the student. The Office of Disability Services is located in Room 246 Blanks Hall. Please contact Professor Patricia Hebert, Director for accommodation needs. Phone: 225-771-3546; Fax: 225-771-3949 and email: patricia_hebert@subr.edu

V. Course Requirement:

Course Content:

Adhere to the Field Experience Manual which is available both from the Faculty Supervisor of the Field class and at <http://groups.yahoo.com/group/rehabcares>. Copies of forms and evaluations are also available from the Faculty Supervisor (Professor).

Grading Scale:

Grades are based partly on Agency Supervisor's subjective recommendation and in conjunction with the Faculty Supervisor's determination of the Field Experience Student's compliance with guidelines in the *Field Experience Manual* including timely submission of ALL required forms and evaluation instruments as well as bi-weekly active class participation. Likert-type scaling of performance will be used to assist in determining grade.

Outstanding	= A
Above Average	= B
Adequate/Average	= C
Below average or Unacceptable	= D
Flagrant disregard* of professional protocol	= F

**Flagrant disregard* refers to behaviors that are forbidden, disallowed, prohibited and punishable by the Student Code of Conduct and/or the Code of Professional Ethics for Rehabilitation Counselors and/or the Field Experience Manual and/or Louisiana Law.

- A. Approximately 80 percent of your grade is based on the field site supervisor's evaluation of your performance. A copy of the evaluation form will be provided to you prior to you beginning your field placement. Be sure to review the criteria that will be used to evaluate you and give your field site supervisor a copy so he/she will know what to look for when evaluating your performance as well as structuring your experience.

The other 20% of your grade is based on completing your reports every two weeks, meeting with the class at the scheduled times, class participation by orally sharing experiences, resume', cover letter, and submitting a "thank- you letter" to your field site supervisor

CLASS SCHEDULE

Week One	Orientation
Week Two	Field site assignments
Week Three	Ethics
Week Four	Field Reports and Presentations
Week Five	
Week Six	Field Reports and Presentations
Week Seven	
Week Eight	MID-TERM Evaluations

Week Nine
Week Ten

Field Reports and Presentations

Week Eleven
Week Twelve

Field Reports and Presentations

Week Thirteen
Week Fourteen

Field Reports and Presentations
Final Evaluations due Monday next
week

Week Fifteen
Week Sixteen

Final Evaluations Due