

Southern University
Department of Rehabilitation and Disability Studies
Graduate Course Syllabus
Summer

I. Descriptive Information

A. **Course Number:** REHB 590

B. **Course Title:** Practicum

C. **Catalog Description:**

This supervised clinical experience of 100 clock hours is designed to provide students with the first formal opportunity to utilize the knowledge acquired through course work. The practicum site is selected, in consultation with the faculty supervisor, from a list of accredited agencies serving consumers with a variety of disabilities, especially those from culturally diverse backgrounds. Pre-requisites: student must demonstrate knowledge, skills, competencies, ethical conduct and professionalism conducive to serving people with significant disabilities before being permitted to enroll.

D. **Instructor's Emphasis:**

The student will integrate into practice, the history and philosophy of rehabilitation as well as the laws affecting individuals with disabilities including findings purposes, and policies in current legislation.

E. **Course Credit:** 3 Hours **Class Time:** 12:30-1:50 TR

F. **Prerequisites:** None

G. **Intended Audience:** This course is intended for undergraduate students in rehabilitation. It is a suitable elective for any major including nursing, psychology, social work, biology, and business.

H. **Instructor**

1. **Name:** Carliss Y. Washington, RH.D., CRC

2. **Office Location:** 214 Blanks Hall

3. **Office Hours:** 1:00-2:30 Daily (and via phone or email as needed by student)

4. **Office Phone Number:** 771-2667 x204

5. **Email:** carlissw@cox.net; carliss_washington@subr.edu

II. Goals, Objectives, Student Learning Outcomes

A. DRDS Program Learning Outcomes

Students who qualify for a Master of Science degree in Rehabilitation Counseling from Southern University and A & M College will have attained:

1. The ability to communicate effectively through oral and written reports.
2. The ability to demonstrate a thorough knowledge of foundations of rehabilitation, counseling and career development theories, case management, assessment and evaluation, job placement and job development, and statistics and research methods by passing (with a 70% or better) departmental comprehensive examination.
3. The ability to identify, formulate, and solve rehabilitation problems using conventional and contemporary theories and principles infusing the application of available assistive technologies.
4. The ability to function in inter-disciplinary teams in a professional way while

- demonstrating ethical responsibilities.
5. The ability to engage in life-long learning and to develop an understanding of changing demography of people with disabilities and its impact of rehabilitation solutions in societal and global context with the knowledge of contemporary rehabilitation legislation and societal issues

B. Course Objectives

The primary objectives of the course are to:

1. provide introductory training experiences in the field of rehabilitation;
2. increase knowledge about the roles and activities of rehabilitation professionals in the private and public sectors;
3. provide instruction and guidance in sensitive work-related issues; and
4. review current guidelines for legal and ethical practice and conduct in professional rehabilitation arenas.

C. Student Learning Outcomes

Upon successful completion of the course, the student will be able to:

1. incorporate the relevant rehabilitation laws and ethical standards into practice.
2. advocate for and respect the rights of individuals with disabilities to access, informed choice, inclusion and independence.
3. establish rapport with agency and client by demonstrating competence, respect, and empathy; and working with the client as a responsible partner in the rehabilitation service delivery process.
4. describe the organizational structure of the agency of employ.
5. utilize community resources and consult with supervisor to assist in effective service delivery.
6. arrange appropriate work adjustment training for the client, as needed.
7. conduct a transferable skills analysis and a job analysis
8. assess a client's job readiness and use labor market results for a client- job match.
9. evaluate the client's need for accommodations .
10. conduct an intake interview, document same, and determine eligibility for services.
11. document and articulate experiences gained, needed, or desired at site.
12. conduct individual (supervised) counseling session with client near end of practicum experience
13. adjust counseling approaches to meet the needs of the client.
14. consult with supervisors weekly and as needed to receive feedback on performance.
15. demonstrate knowledge of agency policies.

III. Text:

Required Text

Baird, B. N. (2005). *Internship, practicum, and field placement handbook: A guide for the helping professions* (4th ed.). Upper Saddle River, New Jersey: Pearson Prentice-Hall.

Supplemental Reading: Developing Fieldwork Skills (1997) by R. Chiaferi and M. Griffin (pp. 120.)

IV. Course Content

This class is being facilitated via student-led discussions. Participation is vital to the success of the class. Discussions and critical thinking are integral components of the course.

The format of the class allows for audiovisual presentations, individual presentations on practicum site experiences, individual presentations on assigned topics and group discussion of relevant topics related to your pre-service experience. Formal course work will focus on the development of basic interpersonal skills, professional conduct and ethics, and on selected topics relevant to the workplace (e.g., sexual harassment). Students will meet the class twice weekly for approximately 3 hours per session. Students are also expected to spend an average of 25 hours per week at their practicum site.

Practicum Selection and Evaluation Procedures

At the outset of the semester, students will be asked to interview with prospective, practicum site supervisors. A concerted effort will be made to match students with supervisors who offer training experiences in their area(s) of interest. After the student has identified a potential practicum site, the course instructor, Dr. Washington, or Program Coordinator, Dr. Kundu, will review the selection for appropriateness and instruct the student to contact the site supervisor, and set up an interview.

If issues arise before the class meeting, contact me with any questions or concerns and I will provide you with immediate telephone, face-to-face, or e-mail responses.

Course Requirements:

1. Weekly Updates. To increase breadth of knowledge and group cohesion, students will be expected to provide a weekly update of their practicum activities and experiences. Reports may also include descriptions of interesting practicum activities, findings from pertinent research, professional issues or concerns, insights, etc. Students will also be required to actively participate.

2. Written (typed and signed) reports using form in practicum packet must be turned in on assigned date and an in-class presentation of report is required. **Unsigned/handwritten reports will not be accepted.** The report should be written in 3rd person language (i.e., The Practicum Student attended a supervisory meeting today; The Intern scheduled interviews with 18 clients this week).

2. Class Presentation. You will be asked to give 20-minute (max) presentations to the class on relevant [rehabilitation] practicum-related topics from the Code of Professional Ethics for Rehabilitation Counselors (www.crc certification.com).

3. Textbook: The textbook assigned was selected because it is clear and concise and written from an applied focus. This handbook should be helpful to you as an interactive introduction to potential dilemmas in the workplace.

Students are expected to be in class (on time and prepared) each class period.

Required Website Readings

Rehabilitation counselor code of ethics available at

www.crccertification.com/pdf/code_ethics_2002.pdf

Rehabilitation counselor scope of practice statement
<http://www.crccertification.com/scope.html>

Guidelines for supervised practice in rehabilitation counseling available at
www.education.wisc.edu/rpse/links/supvprac.asp

V. Grading System:

Of the total maximum points possible for the course, (50%) of the grade will be for practicum performance (i.e., the grade you receive from your practicum supervisor) and the remaining 50% for in-class performance.

VI. Accommodations

If you need academic accommodations please identify those needs. It is the responsibility of the student to seek available assistance at the University and to request reasonable accommodations. Students with disabilities are encouraged to contact the instructor to discuss their individual needs for accommodations at the beginning of the course..

It is University policy to provide, on a flexible and individualized basis, reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. Check with Mrs. Hebert in the Office for Student Services – Blanks Hall 2nd Floor for verification of need for accommodations to receive those accommodations in class-related matters.

Email address:

Please obtain/create a professional email address with your real name or some variation thereof.

Note: As graduate students, please appreciate the high value and expectation we place on attendance, integrity, and other elements of professionalism. Academic dishonesty will be Penalized severely (e.g., expulsion from the program), attendance will be noted and reported to the Chair, and the professor may elect to conduct and discuss with the graduate faculty an evaluation of an individual's appropriateness to remain in the program.

LiveText Subscription

Southern University and A&M College-Baton Rouge has entered into partnership with LiveText, Inc. to provide online academic resources for student collaboration and learning outcomes assessment. Therefore, all students enrolled in this course are required to purchase a subscription from LiveText, Inc. through the Southern University Bookstore. LiveText, Inc. provides students with the electronic tools and services needed to serve them in their courses and in their career or academic pursuits beyond graduation.

LiveText is a dynamic tool that will enable you to:

- Create Electronic Portfolios for storing and displaying coursework for use anytime and anywhere;

- Share your résumés, professional portfolios and virtually any projects that can be photographed, video recorded, and uploaded to prospective employers and others who need or want to know about your accomplishments;
- Engage in discussion boards with other students, exchange feedback, and create study groups and other types of social networks.
- Complete assignments in key/required courses where LiveText has been embedded (without LiveText, you will not be able to complete these assignments).
- Create a complete record of your academic career that is malleable and easily accessible.
- Engage in developing a results driven culture of assessment at Southern University.
- Participate in a process that will allow for data-driven curricular improvements that foster improved student learning and performance.

PRACTICUM

Topic: Discussion regarding practicum site: each student should be prepared to summarize their practicum site – type of clients served, setting, interventions and services provided, size and nature of organization (e.g., source of funding, history)

Course Content:

Topic: Professionalism: standards, ethics, client rights, confidentiality

Chapter 1--Preparation

Chapter 2--Getting Started

Chapter 3--Ethical and Legal Issues

Appendix G

Website reading: Rehabilitation counselor code of ethics:

www.crccertification.com/pdf/code_ethics_2002.pdf

Rehabilitation counselor scope of practice statement

www.crccertification.com/scope.html

Topic: Counselor development

Chapter 4--Internship Classes and Peer Group

Chapter 5--Supervision

Chapter 6--Working with Diversity

Appendices D and E

Topic: Practical skills for efficiency and effectiveness

Discussion: Site Requirements for Case Management

Chapter 7--Clinical Writing, Treatment Records and Case Notes

Topic: Counselor survival skills

Chapter 8--Stress and Self-Care

Topic: Case Study #1 with brief written case summary (2 pages)

Topic: Managing threatening confrontations

Chapter 9—Assault and other risks

Chapter 13--Finishing the Internship

Chapter 14--Frustrations, Lessons, Discoveries and Joy

Appendix I

Scheduling your Internship Placement; Receiving Evaluations (Yours and Agency's).

PRACTICUM 590 PLACEMENT REPORT FORM

To The Practicum Student: Prepare two copies as soon as possible--one for host site Supervisor and one for PRACTICUM Supervisor (SU-RCP).

Name: _____
Address: _____
Home Phone: _____
Office or other phone: _____
Best time(s) to call: _____
E-Mail: _____

NAME AND ADDRESS OF AGENCY:

NAME, TITLE OF INDIVIDUAL TO WHOM YOU ARE ASSIGNED AT THE AGENCY:

Phone/Fax Number: _____
e-mail address: _____

NAME OF UNIT WITHIN THE AGENCY TO WHICH YOU ARE ASSIGNED:

**SCHEDULE OF DAYS AND HOURS YOU PROPOSE TO REPORT
TO AGENCY AND PROJECTED COMPLETION DATE:**

M _____

T _____

W _____

R _____

F _____

Expected Completion Date: _____

University Supervisor: Dr. Carliss Y. Washington, CRC 771-2667 x-204

PLEASE REFER TO YOUR PRACTICUM MANUAL FOR ADDITIONAL FORMS AND DIRECTIONS