

**Southern University and A & M College**  
**College of Nursing and Allied Health**  
**Department of Rehabilitation and Disability Studies**  
**Clinical Rehabilitation Counseling Program (CRCP)**

**I. Description Information**

- a. **Course Number:** REHB 590-02
- b. **Course Title:** Clinical Practicum
- c. **Credit Hours:** 3.0
- d. **CIP CODE:** 512310
- e. **Intended Audience:** This course is intended for Master's level candidates in the Clinical Rehabilitation Counseling and other human services fields whom have been approved for this course by their respective advisors.
- f. **Method of Delivery:** This course will be delivered online via Zoom (<https://sus.zoom.us/j/2378378327>). The method of delivery will employ a variety of methods of instruction including lecture, class discussion, role play and other learning experiences.
- g. **Prerequisites:** Admission to a graduate program in counseling and satisfactory completion of the following courses:  
REHB 501 - Introduction to Clinical Rehabilitation Counseling,  
REHB 502 - Professional Counseling Orientation and Ethics,  
REHB 510 - Theories and Process of Counseling,  
REHB 514 - Psychopathology and Diagnosis,  
REHB 515 - Human Growth and Development,  
REHB 564 - Assessment and Diagnosis,  
REHB 580 - Medical and Psychological Aspects of Disability I, and  
REHB 581 - Medical and Psychological Aspects of Disability II

**II. 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. Prerequisite: The student must demonstrate knowledge, skills, competencies, ethical conduct and professionalism conducive to serving people with significant disabilities before being permitted to enroll. This is a required course.

**III. CACREP Content Areas**

The Graduate Program in Clinical Rehabilitation Counseling adheres to standards set forth by the Council for Accreditation of Counseling and Related Educational Programs (*CACREP*). Throughout this syllabus, this course addresses professional counseling requirements for CACREP Standards Section 3.E, F-I

3.E. In addition to the development of individual counseling skills, during either the practicum or internship, students must lead or co-lead a counseling or psychoeducational group.

3. F. Students complete supervised counseling practicum experiences that total a minimum of 100 clock hours over a full academic term that is a minimum of 10 weeks.

3. G. Practicum students complete at least 40 clock hours of direct service with actual clients that contributes to the development of counseling skills.

3. H Practicum students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the practicum by (1) a counselor education program faculty member, (2) a student supervisor who is under the supervision of a counselor education program faculty member, or (3) a site supervisor who is working in consultation on a regular schedule with a counselor education program faculty member in accordance with the supervision agreement.

3. I. Practicum students participate in an average of 1- 6 hours per week of group supervision on a regular schedule throughout the practicum Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.

*Section 5.D.3 b-e: Practice a Diagnostic interviews, mental status examinations, symptom inventories, psychoeducational and personality assessments, biopsychosocial histories, assessments for treatment planning, and assessments for assistive technology needs:*

- b. Career-related assessments, including job analysis, work site modification, transferrable skills analysis, job readiness, and work hardening
- c. Strategies to advocate for persons with disabilities
- d. Strategies for interfacing with medical and allied health professionals, including interdisciplinary treatment teams
- e. Strategies to consult with and educate employers, educators, and families regarding accessibility, Americans with Disabilities Act compliance, and accommodations

#### **IV. Student Learning Outcomes**

CACREP Knowledge and Skill Outcomes: The practicum experience is 100 hours at an approved rehabilitation site. These are demonstrated by weekly class presentations and documentation by site supervisor regarding performance. For additional details please refer to the Practicum Manual. 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.

## V. Required Texts and Readings:

Ivey, A. E., Ivey, M. B., Zalaquette, C. P. (2014) *Intentional Interviewing and Counseling: Facilitating Client Development in a Multicultural Society*. Pacific Grove, CA: Brooks/Cole. ISBN: 978-1-337-27776-1

2017 CRCC Code of Professional Ethics, downloaded at:

[https://www.crccertification.com/filebin/pdf/ethics/CodeOfEthics\\_01-01-2017.pdf](https://www.crccertification.com/filebin/pdf/ethics/CodeOfEthics_01-01-2017.pdf)

American Counseling Association (ACA):

<http://www.counseling.org/docs/ethics/2014-aca-code-of-ethics.pdf?sfvrsn=4>

Other readings will be posted to Moodle

## VI. CACREP Faculty:

Randall Boen, Ph.D., CRC, LCPC (IL)

Assistant Professor

Clinical Rehabilitation Counseling Program (CRCP)

Department of Rehabilitation and Disability Studies

Room: 236 Blanks Hall, Southern University, Baton Rouge, LA 70813

Telephone: 225-771- 2558, Fax: 225-771-2293

Email: [randall\\_boen@subr.edu](mailto:randall_boen@subr.edu)

Office Hours: by appointment

## VII. Method of Instruction:

In addition to the 100 clock hours (40 hours of direct contact hours) of field experience, the student must attend all scheduled class meetings. These class meetings will consist of class discussion in relation to assigned readings, each student's practicum experience, course objectives, and other rehabilitation related announcements for the department or program.

## VIII. Student Responsibilities

### A) Liability Insurance

Professional liability insurance **is required** of all students, prior to enrolling in practicum. Liability insurance is provided by the university for those registered for REHB 590, Clinical Practicum. However, because the insurance provided by the University is minimal, **students will need to obtain their own liability insurance**. Liability insurance can be obtained relatively inexpensively through professional Rehabilitation Counseling organizations, such as the American Rehabilitation Counseling Association, National Rehabilitation Counseling Association or directly through HPSO (HPSO.com)

### B) Equipment/Supplies Needed

Digital Audio Recorders are required. (NO MINI MICRO RECORDERS OR CASSETTE TAPES). Recorders can be purchased relatively inexpensively at a number of retail locations.

## IX. Documentation of hours and Skill requirements

In order for students to successfully complete their practicum experience, the following documentation is required throughout the semester.

Documentation requirements for practicum		
Purpose*	Document	Due date(s)
Time records/ evaluations	Clinical Practicum: Weekly Summery	Weekly- Friday by 5:00pm CST
	Clinical Practicum: Daily time logs	Weekly- Friday by 5:00pm CST
	Clinical Practicum: Supervisor Evaluation form	Midterm Evaluation- By June 28 <sup>th</sup> Final Evaluation – By July 25 <sup>th</sup>
	Evaluation of the clinical practicum agency	By July 25 <sup>th</sup> .
Client interaction	Client Audio/ video tape consent form	Must be submitted the same day of any client interaction**
	Client Presentation consent form	Must be submitted the same day of any client interaction
	Intake form/Client profile	Must be completed by the end of 2 business days following the first client interaction
Student skill development and evaluation	Consumer counseling plan	Completed for one selected counseling session
	Practicum student weekly evaluation form	Completed for one selected counseling session
	Personal goals and objectives for practicum	Thursday June 13th

*Note. \* Please see the expanded version of each content area provide.*

*\*\*A client interaction is defined here as any professional interaction with a client including a counseling session or an intake evaluation.*

### A) Time Records/ Evaluations Forms

- a. Students are required to submit weekly time sheets and progress evaluations via Moodle by the required due dates.
  - i. *Weekly Summery*; As a part of the practicum experience, each student will keep a weekly report for each week of the practicum. These entries should be an opportunity for reflection on major activities and experiences completed.
  - ii. *Daily time logs*; Each student will fill out a weekly log documenting the hours at the Practicum site. This log must be filled out weekly, approved by your site supervisor and submitted in a timely manner.
  - iii. *Evaluation Forms*; There is an evaluation form for REHB Practicum/internship field experience completed by students and their site supervisors

**B) Client Interaction Forms**

- a. Students are required to meet with each client and explain in an appropriate way the nature and conditions of the practicum student experience and implications for the counseling relationship.
  - i. *Client Audio/video tape consent form/Client Presentation consent form*: Both Inform consent forms **must** be reviewed and completed by the practicum student, the client, the client legal guardian/parent (If applicable), and a witness. Original copies must be retained in a secure location throughout the duration of the Practicum. A copy must be submitted to the faculty supervisor following the first client interaction.
  - ii. *Intake forms / Client profile* - This document must be completed within two business days (excluding holidays) of the first client interaction. One document is required for each client a student is assigned to work with (e.g., a student is assigned to work with six clients; the student must complete six intake forms/client profiles).

**C) Student skill development and evaluation**

- a. The following forms and documents are a part of the individual skill training and development. Fundamental to your appropriate use of the counseling skills, is the recognition of your strength and limitations as a counselor. I will be using these documents to tailor my instruction to focus on the specific areas witch you identify as needing additional help in.
  - i. *Consumer counseling plan* – The purpose of this form is to provide a standardized method of documentation of consumer assessment, problems, immediate objectives and long-term counseling goals.
  - ii. *Practicum student weekly evaluation form* – Students will use this form to submit their evaluations of skills used during one counseling setting. This will involve re-listing to one recorded tape and noting the specific time a skill was used during the counseling session.
  - iii. *Personal goals and objectives for practicum*: Due at the beginning of the semester, students will identify 3 SMART goals for their own professional development. These goals will be used to track and measure progress during the practicum experience. Due by the second week of the semester.

**D) Clinical Practicum Grade: Pass/Fail Grading Scale****X. Confidentiality, duty to warn, mandatory reporting, and classroom confidentiality.**

- A) In general, the content of our classroom lectures, individual/triadic supervision, email correspondence, and phone/Zoom conversations are confidential. Limits to confidentiality include, but are not limited to, treatment of a client that violates the legal or ethical standards set forth by government agencies and the Code of Professional Ethics for Clinical Rehabilitation Counselors (included in your Practicum Manual). I reserve the right to break confidentiality and contact your practicum site/onsite supervisor to inform them of the client's predicament.

**B) Ethical and Legal Issues–Duty to Warn**

Ethical codes are to protect the public from unethical or incompetent professionals, and to protect the profession from unethical practices by any of its members. Rehabilitation

Counselors follow the Code of Professional Ethics for Rehabilitation Counselor students in practicum will also follow this code of professional ethics.

Although Rehabilitation Counselors are bound to confidentiality by the Code of Ethics, they are also bound to report client's intent to harm themselves (suicide) or when there is clear and imminent danger the client intends to cause to others. In this instance assess lethality and report the threat to your site supervisor and university supervisor before the client leaves the facility.

Counselors have a "duty to warn" individuals which have been threatened by clients in a counseling session. This duty to warn comes from the Tarasoff case of 1969. An individual revealed he intended to kill his fiancée; the counselor reported this to police who then questioned the individual and later released him. No one contacted the fiancée who was subsequently killed later by the individual who had threatened to do so earlier. From this incident many states, including Louisiana Statute (R.S. 9:2800.2 s), make it necessary for counselors to warn individuals in harm's way. If this situation should occur, notify your site supervisor and university supervisor **before** the client leaves the facility.

### C) **Mandatory Reporting**

Rehabilitation Counselors have the requirement to report any child abuse to child protective services. Child abuse includes physical injury, mental injury, sexual abuse, and neglect. **FAILURE TO REPORT CHILD ABUSE IS A MISDEMEANOR.** The person reporting is given immunity from any civil or criminal liability for breaking confidentiality. Counselors are faced with a dilemma when clients, in confidence, reveal that child abuse is occurring either to himself or herself or to someone else. The counselor, however, must report the abuse to child protective services. If this situation should occur, report the situation immediately to your site supervisor and your university supervisor. Rehabilitation Counselors are also now mandated to report elder abuse that, in addition to physical abuse, may include emotional/psychological abuse, neglect, or financial abuse.

**AS STUDENTS, YOU SHOULD DISCUSS SUICIDE OR HOMICIDE THREATS, OR ABUSE ISSUES OR OTHER LEGAL ISSUES WITH YOUR SITE SUPERVISOR AND UNIVERSITY SUPERVISOR BEFORE REPORTING TO APPROPRIATE AUTHORITIES. ALWAYS DOCUMENT THAT THE SITUATION WAS DISCUSSED WITH YOUR SUPERVISOR AND THE ACTION THAT WAS TAKEN.**

Each student must have a verbal/written agreement with each client they meet with that explains the following limits of confidentiality *"Everything we discuss within the counseling session will be confidential except for matters pertaining to (1) suicide; (2) harm or threat to harm another person; (3) legal activity resulting in a court order; (4) physical/sexual abuse or neglect of minors, persons with disabilities, and the elderly; and (5) anything else as required by law. Under those circumstances, I am obligated to report these acts or intended acts to appropriate others"*.

### D) **Classroom Confidentiality and HIPAA**

- a. Given the nature of a Clinical Practicum course, each student enrolled in REHB 590-02 is asked to uphold confidentiality regarding classroom discussions, client summaries, reflections, and skill practice/ role-playing exercises.
- b. As students enrolled in a Clinical Rehabilitation Counseling Program, you have an obligation to understand your role and responsibilities to adhere to HIPAA and

other state regulations regarding the handling of Personally Identifiable Information (PII).

#### **XI. Disability Accommodations Policies and Procedures**

Students with disabilities should make their needs for accommodations known to the Instructor during the first week of class. The instructor and the University's Office of Students with Disabilities will work together to make reasonable accommodations for the student Email Address: [patricia\\_hebert@subr.edu](mailto:patricia_hebert@subr.edu). Changes to the course syllabus may occur at any time and will be deemed effective when the Syllabus is posted to the Moodle course website.

\*Schedule is tentative, if there are any changes, any changes will be announced in class

Tentative Course Outline (*Outline may be changed at the instructor's discretion.*) \*Supplemental readings uploaded Moodle

<b>Week</b>	<b>Date</b>	<b>Topics</b>	<b>Assigned Reading</b>	<b>CACREP Standards</b>	<b>Assignment Due/Important Dates</b>
1	6/4	Syllabus review    Overview    General practicum discussion and responsibilities		3.H- 3.I / 5.D.3.c	
	6/6		Practicum Manual		Professional liability insurance information due.
2	6/11	Questions/answers, procedures and processes for each site   Lecture: Ethics, multiculturalism, Neuroscience, and positive psychology Resilience	Chapter 2. CRCC Code of Ethics	3.H- 3.I / 5.D.3.c	
	6/13				All hour logs and evaluations up to date Personal goals and objectives for practicum due
3	6/18	Lecture: Attending and Empathy skills   Observational skills	Chapter 3 and 4	3.H- 3.I / 5.D.3.b	
	6/20				All hour logs and evaluations up to date
4	6/25	Lecture: Opening Communications   Encouraging, Paraphrasing, and summarizing	Chapter 5 and 6	3.H- 3.I / 5.D.3.c	
	6/27				All hour logs and evaluations up to date
5	7/2	Lecture: Reflecting feeling	Chapter 7	3.H- 3.I / 5.D.3.d	Supervisor Midterm Evaluation form Due
	7/4	<i>Independence day Holiday</i>			
6	7/9	Lecture: Focusing the counseling session   Empathic Confrontation	Chapters 9 and 10	3.H- 3.I / 5.D.3.e	
	7/11				All hour logs and evaluations up to date

7	7/16	<u>Lecture: Reflection meaning and interpretation /reframing   Integrating micro skills with multiple approaches</u>	Chapters 11 and 13	<i>3.H- 3.I/ 5.D.3.c</i>	
	7/18				All hour logs and evaluations up to date
8	7/23	Concentrated study period			ALL copies of logs/journals/evaluations must be submitted Supervisor Final Evaluation forms due.
	TBD				