

INTERNSHIP IN COUNSELING - I
SYLLABUS
COU 6701X
3 CREDIT HOURS

MISSISSIPPI COLLEGE
SCHOOL OF EDUCATION
DEPARTMENT OF PSYCHOLOGY/COUNSELING

SYLLABUS

I. COU 6701 INTERNSHIP IN COUNSELING I- 3 SEM. HOURS

II. PREREQUISITES

Completion of the qualifying courses, admission to candidacy for the Master's degree and satisfactory performance in COU 6663.

III. COURSE DESCRIPTION

This course provides the student with the practical application of the theories, skills, and knowledge they have gathered over the period of training within the Master of Science in Mental/Behavioral Health counseling program. The student spends a time period in a clinical setting as a counselor under the supervision of mental health professionals within the setting.

6701 is a one semester course. There is a requirement that the student complete a minimum of 300 clock hours within the placement setting. 120 of the 300 hours must be in DIRECT SERVICE. If the student is completing 450 clock hours, 180 of the 450 must be in DIRECT SERVICE. Direct Service includes the following activities:

- a. Conducting or directly participating in individual counseling.
- b. Conducting or participating directly in group counseling.
- c. Conducting interviews or participating in interviews
- d. Administering measures/tests directly to patients

No other activities can be considered DIRECT SERVICE without the written approval of the Mississippi College Internship Committee.

Any modifications in the course requirements must have written approval by the Internship Committee.

The internship cannot be started until the student has completed the Student/ Agency Internship Agreement (see Clinical Training Handbook) and the agreement has been signed by the Mississippi College Instructor of Record.

IV. RATIONALE

This course is considered the second course in which the student is able to apply the clinical knowledge, clinical skills, and clinical role as a professional counselor. The student gets an opportunity to practice as a professional and receives training and supervision within this role by an on-site supervisor. Additionally, within the class the instructor will attempt to integrate the student's academic knowledge with the applied setting.

V. LEARNING OBJECTIVES AND OUTCOMES

The internship experience for this program requires a total of a minimum of 600 clock hours

completed over two semesters for a student enrolled in the school counseling or marriage and family programs. This particular course requires all students to achieve a minimum of 300 clock hours in one semester. Since the mental health counseling program requires 900 total hours of internship, the student can complete 3 internship courses (300 hours each; 120 of direct service) or 2 internship courses (450 hours each; 180 of direct service). However, a total of 900 hours must be completed to graduate. The specific objectives for this internship course (300 hour minimum) is as follows:

1. Earn a minimum of 120 hours of direct service with clients appropriate to the program of study.
2. Complete a minimum of one (1) hour per week of individual supervision, throughout the internship, usually performed by the on-site supervisor. (A minimum of 15 hours) and/or complete a minimum of one and one-half (1 ½) hours per week of group supervision, throughout the internship, usually performed by a program faculty member supervisor.
3. Provide the opportunity to become familiar with a variety of professional activities other than direct service. (e.g., record keeping, supervision, information and referral, in service and staff meetings, etc.)
4. Provide the opportunity to develop audio and/or videotapes of the student's interactions with clients appropriate to the specialization for use in supervision.
5. Provide the opportunity for the student to gain supervised experience in the use of a variety of professional resources such as assessment instruments, technologies, print and non-print media, professional literature, research, and other such information.
6. Receive a formal evaluation of the student's performance during the internship by a program faculty supervisor in consultation with the site supervisor.
7. Secure coverage by professional liability insurance while enrolled or participating in practicum or internship and field experiences.
8. A minimum of 300 clock hours of supervised experience must be completed in an appropriate setting under the direct supervision of a qualified mental health professional. The total internship experience will, therefore, consist of a minimum of 900 clock hours.

VI. ACADEMIC INTEGRITY AND STANDARDS

(Mississippi College Graduate Bulletin)

"Mississippi College students are expected to be scrupulously honest. Dishonesty, such as cheating or plagiarism (see below), or furnishing false information, including forgery, alteration or misuse of College documents, records, or identification, will be regarded as a serious offense subject to severe penalty, including, but not limited to, loss of credit, and possible dismissal." Students should see the Bulletin for a complete description of cheating and plagiarism (University Policy 2.19, Mississippi College: Policies and Procedures.)"

Plagiarism

"No student shall submit as his or her own work any term paper, research paper, thesis, or other academic assignment of original work in that in any part is not if in fact his/her own ideas is prohibited by this policy to the same extent as knowingly using the words of another writer and

offering them as one's own original writing (University Policy 2.19, Mississippi College: Policies and Procedures.)”

CACREP Standard II.K.1.f. public and private policy processes, including the role of the professional counselor in advocating on behalf of the profession.

CACREP Standard II.K.5.a. counselor and consultant characteristics and behaviors that influence helping processes including age, gender, and ethnic differences, verbal and nonverbal behaviors and personal characteristics, orientations, and skills.

CACREP Standard II.K.5.g. ethical and legal considerations in helping relationships.

CACREP Standard II.K.7.h. an understanding of general principles and methods of case conceptualization, assessment, and/or diagnoses of mental and emotional status.

CACREP Clinical Standards:

A. Each regular or adjunct program faculty member who provides individual or group practicum and/or internship supervision must have

- 1. a doctoral degree and/or appropriate clinical preparation, preferably from an accredited counselor education program;**
- 2. relevant professional experience and demonstrated competence in counseling; and**
- 3. relevant training and supervision experience.**

B. Students serving as individual and/or group practicum supervisors must

- 1. have completed counseling practicum and internship experience equivalent to those within an entry-level program;**
- 2. have completed or are receiving preparation in counseling supervision; and**
- 3. be supervised by program faculty, with a faculty-student ratio that does not exceed 1:5.**

C. A site supervisor must have

- 1. a minimum of a master's degree in counseling or a related profession with equivalent qualifications, including appropriate certifications and/or licenses;**
- 2. a minimum of two years of pertinent professional experience in the program area in which the student is completing clinical instruction; and**
- 3. knowledge of the program's expectations, requirements, and evaluation procedures for students.**

D. A clinical instruction environment, on- or off-campus, that is conducive to modeling, demonstration, and training is available and used by the program.

Administrative control of the clinical environment ensures adequate and appropriate access by the faculty and students. The clinical instruction environment includes all of the following:

- 1. rooms for individual counseling, with assured privacy and sufficient space for appropriate equipment (for example, TV monitoring and taping);**
- 2. rooms for small group work, with assured privacy and sufficient space for appropriate equipment;**
- 3. necessary and appropriate technologies that assist learning, such as audio, video, and telecommunications equipment;**
- 4. settings with observational and/or other interactive supervision capabilities; and**
- 5. procedures that ensure that the client's confidentiality and legal rights are protected.**

E. Technical assistance for the use and maintenance of audio and videotape and computer equipment is available as well as other forms of communication technology.

F. Orientation, assistance, consultation, and professional development opportunities are provided by counseling program faculty to site supervisors.

G. Students must complete supervised practicum experiences that total a minimum of 100 clock hours. The practicum provides for the development of counseling skills under supervision. The student's practicum includes all of the following:

- 1. 40 hours of direct service with clients, including experience in individual counseling and group work;**
- 2. weekly interaction with an average of one hour per week of individual and/or triadic supervision which occurs regularly over a minimum of once academic term by a program faculty member or a supervisor working under the supervision of a program faculty member;**
- 3. an average of one and one half hours per week of group supervision that is provided on a regular schedule over the course of the student's practicum by a program faculty member or a supervisor under the supervision of a program faculty member; and**
- 4. evaluation of the student's performance throughout the practicum including a formal evaluation after the student completes the practicum.**

H. The program requires students to complete a supervised internship of 600 clock hours that is begun after successful completion of the student's practicum (as defined in Standard III.G.) The internship provides an opportunity for the student to perform, under supervision, a variety of counseling activities that a professional counselor is expected to perform. The student's internship includes all of the following:

- 1. 240 hours of direct service with clients appropriate to the program of study;**

- 2. weekly interaction with an average of one hour per week of individual and/or triadic supervision, throughout the internship, (usually performed by the on-site supervisor;)**
- 3. an average of one and one half hours per week of group supervision provided on a regular schedule throughout the internship, usually performed by a program faculty member;**
- 4. the opportunity for the student to become familiar with a variety of professional activities in addition to direct service (e.g., record keeping, supervision, information and referral, in-service and staff meetings);**
- 5. the opportunity for the student to develop program-appropriate audio and/or videotapes of the student's interactions with clients for use in supervision;**
- 6. the opportunity for the student to gain supervised experience in the use of a variety of professional resources such as assessment instruments, technologies, print and nonprint media, professional literature, and research; and**
- 7. a formal evaluation of the student's performance during the internship by a program faculty member in consultation with the site supervisor.**

I. The practicum and internship experiences are tutorial forms of instruction; therefore, when the individual supervision is provided by program faculty, the ratio of 5 students to 1 faculty member is considered equivalent to the teaching of one three-semester hour course. Such a ratio is considered maximum per course.

J. Group supervision for practicum and internship should not exceed 10 students.

K. Clinical experiences (practicum and internship) should provide opportunities for students to counsel clients representative who represent the ethnic and demographic diversity of their community.

L. Students formally evaluate their supervisors and learning experience at the end of their practicum and internship experiences.

M. Programs require students to be covered by professional liability insurance while enrolled or participating in practicum, internship, or other field experiences.

VII. COURSE TOPICS

The major topics of the course are:

- A. Clinical Presentations
- B. Ethical behavior within the applied setting
- C. Assessment and treatment planning with specific clients

VIII. INSTRUCTIONAL METHODS

The primary methods of instruction for this course include case presentation, discussion, reading, supervision, and lectures.

IX. ASSIGNMENTS

Assignments for this course will primarily be through supervision of actual clinical cases and presentations of clients' problems. The required practices for this course are reading, discussion, interviewing, and attending, and responding to lectures.

X. EVALUATION

Evaluation in this course has several major objectives. First, it will be important for the student to develop the content knowledge of this course. Second, as a professional in the field of counseling, the student will be interacting with peers and contributing knowledge to your agency or work place throughout her/his career. Therefore, there is a need to actively participate in discussions and case presentations in this course.

The student's grade is based upon the following:

Weekly and final evaluations of on-site supervisors	=40%
Case presentations within class	=20%
Discussion and positive participation	=20%
Completion of records	=20%

Grading Scale:

94 – 100 = A
88 – 93 = B+
82 – 87 = B
76 – 81 = C+
70 – 75 = C
60 – 69 = D
0 – 59 = F
I = Incomplete

XI. OTHER COURSE INFORMATION

The student is expected to attend class; according to the attendance policy of Mississippi College (please see Graduate Bulletin) 4 class absences will lead to mandatory failure. Attendance is taken at the beginning of class; unless the student has discussed the situation with the instructor, tardiness will be treated in the same manner as absences.

This course is highly dependent upon ethical and responsible behavior within your internship. Students who are terminated from their internship will usually receive an "F" grade in the course, which can be appealed, initially to the instructor and then to the Department Chairperson. It is important that the student notify the instructor immediately concerning any potential problems with the internship or your relationship with your supervisor; these situations can often be

resolved prior to termination.

Students must complete the minimum number of internship hours unless they have made an agreement with the instructor and this agreement has been approved by the Internship Committee of the counseling program. Failure to successfully complete the required number of contact clock hours will result in failing the course. An incomplete may be approved only with faculty supervisor's approval and appropriate documentation explaining why the hours could not be completed.

It is required that the student get student malpractice insurance. Please contact the Psychology office secretary concerning low cost insurance.

In order for a student to receive disability accommodations under Section 504 of the Americans with Disabilities Act, he or she must schedule an individual meeting with the Director of Student Counseling Services **immediately upon recognition of their disability** (if their disability is known they must come in before the semester begins or make an appointment **immediately** upon receipt of their syllabi for the new semester). The student must bring with them written documentation from a medical physician and/or licensed clinician that verifies their disability. If the student has received prior accommodations, they must bring written documentation of those accommodations (example Individualized Education Plan from the school system). Documentation must be current (**within 3 years**). The student must meet with SCS **face-to face** and also attend two (2) additional follow up meetings (one mid semester before or after midterm examinations and the last one at the end of the semester). Please note that the student may also schedule additional meetings as needed for support through SCS as they work with their professor throughout the semester. Note: Students must come in **each semester** to complete their Individualized Accommodation Plan (example: MC student completes fall semester IAP plan and even if student is a continuing student for the spring semester they must come in again to complete their spring semester IAP plan).

Student Counseling Services is located in Alumni Hall Room #4 or they may be contacted via email at Bryant@mc.edu. You may also reach them by phone at **601-925-7790**.

XII. INSTRUCTIONAL MATERIALS

Internship Handbook and handouts or reading required by either the site supervisor or faculty supervisor shall be completed by the intern.

XIII. ORIENTATION INFORMATION FOR GRADUATE STUDENTS

Graduate students should read the Graduate Orientation Manual in its entirety. This is an important part of the orientation for graduate students. Please get your hard copy from your department or from the Graduate Office in Nelson 202. You may also view the manual on the web at this address: <http://www/mc.edu/publications/graduate/orientation.html>

XIV. CLASS SCHEDULE AND INFORMATION

See attached schedule.