

Counseling Internship I

COUN-6318

23/SR Section Temporary 01/17/2023 to 05/10/2023 Modified 06/26/2024

Meeting Times

Contact Information

Course Description

This course involves supervised delivery of direct counseling services at an approved agency or practice. Students are evaluated on a wide range of personal and professional criteria which includes analysis of taped counseling sessions and seminar discussions of counseling theories, methods, and techniques. During the Counseling Internship experience, 120 of the 300 clock hours required must be direct client counseling hours which includes leading or co-leading a psychoeducation or therapeutic group. A minimum grade of B must be earned in order to progress to the internship course. Terms Offered: Fall, Spring.

Requisites

Must be taken at the end of the MAPC program.

Learner-Centered Outcomes

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Students will

Learner Centered Outcomes & CACREP standards	Means of Assessment
1. Practice effective and ethical counseling skills in an authentic professional setting (II-F-1-e, II-F-5-f, II-F-5-g, II-F-5-j, II-F-5-n).	Weekly Site Supervisor Evaluation, Weekly Group Supervision, Video Presentation

2. Evaluate personal counseling skills and dispositions (II-F-1-e, II-F-5-f, II-F-5-j).	Weekly Supervision with Site Supervisor, Weekly Group Supervision, and Video Presentations
3. Describe the counseling process including treatment planning, record keeping, and research-based theories and techniques (II-F-5-h, II-F-5-i, II-F-5-j, V-C-3-a).	Weekly Counseling Reports, Case Conceptualization/ Notes, Site Supervisor Evaluations
4. Integrate Christian faith with current counseling practice (II-F-5-n).	Weekly Basic Counseling Skills Practice, Video Presentations, Weekly Counseling Reports
5. Demonstrate openness in accepting feedback from site supervisors, classmates, and faculty supervisors (II-F-1-m).	Site Supervisor Agreement Form, Weekly Supervision with Site Supervisor, Weekly Group Supervision
6. Identify strategies for client advocacy, interfacing with behavioral healthcare, and integration with the legal system (V-C-2-m, V-C-3-c, V-C-3-d, V-C-3-e).	Weekly Counseling Reports, Weekly Supervision with Site Supervisor

Materials

Assignments

Students are required to obtain and maintain liability insurance which can be purchased through TCA and /or ACA at discounted rates for students. You must provide documentation of insurance before you can begin Practicum, or counseling any clients. Please submit your documentation digitally to your professor prior to the first class.

Participation: Counselors-in-Training are required to attend every class and fully participate in class activities.

Video Presentations: Counselors-in-Training will present a minimum of two videotaped therapy sessions at assigned times throughout the semester. Presentations are to include a brief description of the client's presenting problem, history, treatment plan, and counselor's theoretical approach to therapy.

NOTE: Agency permission for recording sessions must be secured prior to practicum/internship placement. No exceptions will be made. The counselor must obtain permission from the client in order to record a counseling session. For recording a session please consider: the battery life of your camera/phone/computer, the audio/visual output of the recording - we must be able to hear the conversation well and see both the counselor and client clearly.

Counseling Reports:

1. Maintain clear and up-to-date client records that include therapy goals and treatment plans.
2. Complete a session report form for one session per week (6 total).
3. Complete a weekly log of hours (including client contact hours, supervision hours - group supervision in class and individual supervision with on-site supervisor - and hours spent at the counseling center) in *Tevera* (also print and keep a personal record of these hours for licensure purposes).
4. Complete a summary of counseling hours at the end of the semester in *Tevera*.

Grades for this course will be based primarily on the total score on the final supervisor evaluation form, which will be completed by the site supervisor.

Requirements for Credit

Assignment	
Weekly Counseling Reports	6
Direct Client Hours	120
Group Supervision Hours	1.5 per week: 24 (each long semester) 15 (summer) 18 hrs for Fall 2022 (1.5 X 12 class meetings)
Individual supervision hours - 15 long semester: 10 - summer semester	15 (each long semester) 10 (summer)
Administrative (non-Client Hours or Additional Client Hours)	141 (each long semester) 155 (summer) 147 for Fall 2022

Assignment	
Total Overall Hours - 300	

Institutional Policies

Requirements for Undergraduate and Graduate Credit

When a 5000-level Graduate course is cross-listed with a 4000-level Undergraduate course or a 7000-level course is cross-listed with a 6000-level course, the syllabus clearly defines specific graduate requirements which reflect appropriate deeper learning experiences and rigor in the higher-level course.

Attention Education Certification Students: Go to [dbu.edu/education/requirements](http://www.dbu.edu/education/requirements) (<http://www.dbu.edu/education/requirements>) for essential program requirements.

Attendance Policy

According to DBU academic policy, attendance in class is considered a necessary factor in the learning process. Therefore, students are expected to attend and participate in classes, and absences for all reasons must be kept to a minimum and should not exceed 25 percent of the total class time. Students are held responsible for all academic work required or performed during their absence regardless of the reasons for those absences. Students who register late are responsible for work missed. The policy concerning class attendance for individual courses, seminars, or other guided learning experiences will be determined by the faculty members in charge of such course, seminar, or learning experience.

NOTE: Students verified by the professor(s) as never attending, for each of the classes in which they are enrolled, will be subject to an automatic drop from these classes, which will result in the cancellation and return of any financial aid received.

GPA Scale

The GPA grading scale adopted by DBU for courses is:

A+	A	A-
4.00	4.00	3.67
B+	B	B-
3.33	3.00	2.67
C+	C	C-
2.33	2.00	1.67
D+	D	D-
1.33 F	1.00	0.67
0.00		

** No grades of D are awarded for graduate courses

Service-Learning

Service-learning is a teaching and learning strategy which integrates academic instruction, community service, and guided reflection from a Christ-centered, faith-based perspective in order to enhance student learning, to foster global civic responsibility, and to develop servant leaders. All courses play an important role in providing the student with an appropriate curricular foundation for service-learning. Designated service-learning courses incorporate a field-based component to provide the student with a curricular service-learning experience

Financial Aid

Students who are receiving federal, state, or institutional financial aid who withdraw or add hours during the semester may have their financial aid adjusted because of the withdraw or addition. This change in schedule may affect the aid they are receiving during the current semester, and could affect their eligibility for aid in future semesters.

Disabilities

The student has the responsibility of informing the **Dean of Students, at (214) 333-5340**, of any disabling condition for which the student will request course modifications and/or accommodation. Dallas Baptist University provides academic adjustments and auxiliary aid to individuals with disabilities, as defined under law, who are otherwise qualified to meet the institution's academic requirements. It is the student's choice and responsibility to initiate any request for accommodations. Required documentation must be provided before the university can make accommodations.

University Honor Code/Academic Appeal and Academic Misconduct Procedure

The faculty member endorses the University Honor Code and abides by the University's Academic Appeal and Academic Misconduct Procedure as stated in the Student Handbook and the Schedule of Classes.

Cheating and/or plagiarism, including the unauthorized use of generative artificial intelligence such as image generators, code generators, audio/video generators or large language models, is not tolerated at Dallas Baptist University and may result in academic discipline up to and including suspension or expulsion.

Final Course Grades

Official final course grades are available only online through Self-Service. The Registrar's Office will only mail grades to a student upon request. The Dallas Baptist University undergraduate and graduate catalogs state that "All accounts must be paid in full before a student can...receive transcripts..." According to FERPA, faculty may not provide final grade information to students via telephone, email, posting or any other source which might compromise student confidentiality.

Children in Classes and Unaccompanied Children

Minors who are not DBU students are not permitted to attend class. Furthermore, minor children may not be unaccompanied on any property owned or operated by Dallas Baptist University. For their safety and welfare, unaccompanied children on any property owned or operated by Dallas Baptist University will be escorted to the Campus Security Office or other duly authorized location and the parents or guardians will be summoned to pick them up immediately.

Cell Phone and Electronic Device Policy

Electronic devices shall only be used for course specific work. The professor reserves the right to ban their use at any time. The policy concerning electronic devices for individual courses, seminars, or other guided learning experiences will be determined by the faculty members in charge of such course, seminar, or learning experience.

Electronic Communication Policy

The DBU campus e-mail system, or any other form of DBU electronic communication (i.e. Blackboard, class discussion, Collaborate) may not be utilized as an avenue to advertise the selling of goods or soliciting of donations from students, faculty, staff or members of the university community.

Graduating Students Grades

It is the responsibility of the student to notify the instructor if graduating this semester. Final exams for graduating students will be given earlier. Final grades for graduates are due in the Registrar's Office by noon on the Monday before Commencement ([see Academic Calendar \(https://www.dbu.edu/academics/calendar\)](https://www.dbu.edu/academics/calendar)). These grades are final. The instructor will not submit late grades for graduates nor change grades once they are submitted.

Unauthorized Recordings on Campus

Students are not permitted to make or attempt to make an audio or video recording of any academic class, lab, course discussion or other academic instructional meeting without the explicit permission of the professor. Recordings that receive approval from the professor or are designated accommodations for a documented disability are for personal use only and may not be uploaded to the internet or otherwise shared, transmitted, or published. Recording of class without permission is a violation of the Student Code of Conduct as listed in the Student Handbook.

Schedule

All courses taught in a classroom include at least one online session.

(May change during the semester)

Date	Topic	Notes
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Session 1	Introduction to Course	
Session 2	Case Studies	Session Report
Session 3	Case Studies	
Session 4	Case Studies	Session Report
Session 5	Case Studies	
Session 6	Case Studies	Session Report
Session 7	Case Studies	
Session 8	Case Studies	Mid-Semester Supervisor Evaluation Due
	Break	
Session 9	Case Studies	Session Report
Session 10	Case Studies	
Session 11	Case Studies	Session Report
Session 12	Case Studies	
Session 13	Case Studies	
Session 14	Case Studies	Session Report
Session 15	Last Class Meeting	End of Semester Supervisor Evaluation Due