

# **Practicum Handbook**

Practicum in Counseling, COUN 669  
**Master's Degree Program in Counseling**  
**Graduate Counseling Program**  
**Old Dominion University**

**January 2014**

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The following forms are referenced in this handbook and are available on the program website:

- Application for Master's Level Supervised Practicum in Counseling
- Individual & Group University Supervision Agreement
- Site Supervision Agreement for Clinical Practicum or Internship
- Consent for Recorded Supervised Counseling
- Consent for Recorded Supervision
- Evaluation of Master's Student by Group Supervisor
- Evaluation of Master's Student by Individual Supervisor
- Evaluation of Master's Student by Site Supervisor
- Evaluation of Site and Site Supervisor by Counseling Student
- Evaluation of University Supervisor by Master's Student
- Hours Log for Practicum and Internship & Supervision Attendance Log
- Case Presentation Outline
- Verbatim Transcription Form
- Skills and Techniques Competency Scale
- Supervisor Evaluation of Transcript & Case Presentation Form

References to Sections I, II, III, Clinical Mental Health Counseling (CMHC), and School Counseling (SC) of the Council for Accreditation of Counseling and Related Educational Programs (CACREP) 2009 Standards are included in parentheses for accreditation verification purposes only. The Standards are available at <http://www.cacrep.org/doc/2009%20Standards%20with%20cover.pdf>.

# THE COUNSELING PRACTICUM

## I. INTRODUCTION

A practicum that includes a **minimum** of 100 hours of clinical experience is required in all specializations in the Master's in Counseling Program and should be completed near the end of the program and immediately prior to beginning internship.

## II. PREREQUISITES

All students **MUST** have completed Growth Group before they are able to enroll in practicum (see Program handbook). Information about Growth Group scheduling and registration will be sent to students by email at the beginning of each semester. It is the student's responsibility to fulfill the growth group requirement in time to begin a practicum.

In addition to Growth Group, the student must successfully complete the following COUN courses before the start of the practicum semester: COUN 601, passing 633 and 634 with a 'B' or higher, 642 or 644, & 650

## III. APPLICATION FOR PRACTICUM

**Deadlines:** The student must submit an Application for Master's Level Supervised Practicum in Counseling (form available on the program web page) to the Clinical Coordinator by November 15th for a summer semester practicum, January 15th for fall semester, and July 15th for spring.

The Practicum application process includes submitting a formal application, attending an informational meeting, and participating in both a practice interview and a site interview. After approval by both the Clinical Coordinator and a site, students are responsible to register for COUN 669, complete a Site Supervision Agreement (form available on the program website) and any additional steps required by the site, coordinate scheduling with supervisors, and attend the on-campus orientation session before the semester start. Steps are outlined below.

Students **MUST** attend an information session or watch a recording prior to submitting applications. These sessions are scheduled approximately one week prior to the application deadline. Students planning to apply for practicum and who do not attend should request permission to be absent from the Clinical Coordinator ([clinicalcoord@odu.edu](mailto:clinicalcoord@odu.edu)). An additional mandatory orientation will be held one week prior to the beginning of the semester to prepare students for their practicum experience.

On , May 10, 2013, the 2013 General Assembly passed [House Bill 2028](#) and [Senate Bill 986](#) effective on July 1, 2013 for SCHOOL COUNSELORS:

*§ 4. Every person seeking initial licensure or renewal of a license shall provide evidence of completion of certification or training in **emergency first aid, cardiopulmonary resuscitation, and the use of automated external defibrillators**. The certification or training program shall be based on the current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross. The Board shall provide a waiver for this requirement for any person with a disability whose disability prohibits such person from completing the certification or training....*

School counseling students may seek this training on their own and must provide documentation of completion before they begin the practicum semester.

	<b>Step</b>	<b>Due date</b>
1	Ensure you will have completed all of the prerequisite courses before your practicum semester.	
2	Attend an informational meeting about Practicum.	Meetings offered in September and January.
3	Complete the Application for Master's Practicum in Counseling and email to <a href="mailto:clinicalcoord@odu.edu">clinicalcoord@odu.edu</a> .	November 15 for summer January 15th for fall July 15th for spring
4	Receive confirmation of your application's approval.	Usually 3 weeks after the application due date.
5	Discuss any wishes for a site other than CARENow with the Clinical Coordinator. All distance learning students should consult with the Clinical Coordinator and their advisers about selecting an appropriate Practicum site.	Communicate with her as soon as you start considering alternate sites.
6	Sign a Site Supervision Agreement with one of the ODU sites or an alternate site which you have discussed with the Clinical Coordinator and submit to <a href="mailto:clinicalcoord@odu.edu">clinicalcoord@odu.edu</a> .	March 1 for summer June 1 for fall November 1 for spring (For school counselors Site Supervision Agreements are to be submitted within 2 weeks of the beginning of the semester due to delayed processing with school districts.)
7	Register for practicum course in LeoOnline.	After registration opens
8	School counseling students only: Submit online placement request by selecting "Online Placement Request" from the right-hand column at <a href="http://education.odu.edu/tes/">http://education.odu.edu/tes/</a> , the ODU Teacher Education Services page. Please specify in the comments section if you will be completing practicum at CARE Now.	Immediately after registration.
9	Schedule university supervision.	You should receive your individual assignments and hear from your supervisors about a week before classes begin.
10	Attend Practicum orientation BEFORE the semester start.	Usually on the Thursday before the semester start date
11	Attend Practicum class	Attend class weekly. It is your group supervision.

Students may direct questions about the practicum process to the Clinical Coordinator and the Assistant to the Clinical Coordinator at [clinicalcoord@odu.edu](mailto:clinicalcoord@odu.edu).

#### **IV. GOALS AND OBJECTIVES**

The supervised practicum experience will enable students to practice basic counseling skills within a laboratory setting while integrating knowledge and skills learned in previous course work. In addition,

students will focus on how to use the counselor-client relationship to foster client growth (CACREP, 2009, §§ II.G.3; II.G.5; III. Introduction).

Course objectives are:

1. To practice basic counseling skills. (CACREP, 2009, § II.G.5.c)
2. To begin to expand repertoire of responses to clients.
3. To begin to conceptualize client problems. (CACREP, 2009, § II.G.5.d)
4. To begin to develop treatment plans based on case conceptualizations. (CACREP, 2009, § II.G.5.d)
5. To examine the personal characteristics needed to be an effective counselor. (CACREP, 2009, § II.G.5.b)
6. To keep case notes and records and learn referral skills. (CACREP, 2009, § II.G.1)
7. To understand the ethical and legal issues in counseling as applied in the practicum setting. (CACREP, 2009, § II.G.1.j)
8. To broaden one's theoretical basis for counseling strategies. (CACREP, 2009, § II.G.3.a-h)
9. To discuss multi-cultural issues as they relate to counseling clients of varying social/cultural/ethnic groups. (CACREP, 2009, § II.G.2)
10. To introduce and practice advanced counseling skills such as immediacy, confrontation, advanced accurate empathy, interpretation.
11. To examine how the counseling relationship can be used to foster client growth. (CACREP, 2009, § II.G.5.a; II.G.3)
12. To explore crisis intervention strategies. (CACREP, 2009, § II.G.3.c; II.G.5.g)

## V. REQUIREMENTS

### a. General Requirements

The program requires students to complete supervised practicum experiences that total a MINIMUM of 100 clock hours. CACREP additionally requires that practicum last for a minimum of 10 weeks (CACREP, 2009, § III.F). ODU maintains a partnership with the Norfolk Public Schools through the CareNow Program. If other options become available for practicum, they will be discussed during the mandatory Practicum and Internship information sessions, which are held at the beginning of each semester prior to the application deadline.

The 100 clock hours should include the following:

1. A minimum of 40 hours of direct service with clients, including experience in individual counseling and group work (CACREP, 2009, § III.F)
2. A minimum of 10 hours of group work (these 10 hours count toward the 40 direct service hours.)
3. Observation of other students and/or clinicians working with clients
4. Opportunities to develop case conceptualizations, case reports, and treatment plans (CACREP, 2009, § II.G.7.g)
5. A minimum of one (1) hour per week of individual or triadic supervision per academic term by a university supervisor (CACREP, 2009, § III.F.2)
6. A minimum of one and one-half (1½) hours per week of group supervision with other students per academic term by a university supervisor (CACREP, 2009, § III.F.3)
7. A minimum of one (1) hour per week of individual supervision by the student's site supervisor (CACREP, 2009, § III.F.2)
8. Completion of Practicum logs offering a summary of the hours spent in (a) counseling, (b) observation, and (c) other activities for that two-week period.

9. The audio and/or video recording of clients: Students will be required to submit a total of 5-8 audio or video recordings (video is preferred) during the semester of their direct client work. Before mid-semester, 2-3 recordings are required. After mid-semester, 3-5 recordings are required. Recordings should be separate/different sessions. The sessions must be recent within 1-2 weeks. Students must submit an evaluation with each recording. (University supervisors will provide students with evaluation guidelines.) Students are advised to purchase a digital video recorder, as you will be needing to record regularly throughout your program. **UNDER NO CIRCUMSTANCES SHOULD STUDENTS UTILIZE A CELL PHONE OR LAPTOP FOR RECORDING. IF YOU DO SO, YOU WILL BE REMOVED FROM THE SITE. (CACREP, 2009, § III.F.4).**
10. Note: Each client (or parent/guardian of a minor client) must complete a Consent to Participate in Recorded Supervised Counseling form (available on the program web page) before beginning recorded counseling with the client. Academic Responsibilities: Students are required to submit two verbatim, transcripts of their direct client work to their individual supervisor and two case conceptualizations to their university group supervisor. Further, students must do all other readings or assigned activities which may be provided by the faculty instructor, group, and individual supervisor.

Extra hours obtained for practicum are **not permitted** to “roll-over” into internship hours. Practicum and internship are considered two distinct experiences (CACREP, 2009, § III.G).

### **b. Semester Schedule And Record Keeping**

Responsibilities include attending weekly supervision meetings (site, university group, and university individual); preparing, analyzing, and sharing 5 – 8 recordings of client sessions; two case conceptualizations with oral presentations; two verbatim transcriptions; maintaining all required documentation; and submitting a complete file in electronic format at semester end. Students should retain all paper documentation and submit the semester end file to their university group supervisor/course instructor. The semester end file will include:

- Individual University Supervision Agreement
- Consent for Recorded Supervision
- Site Supervision Agreement
- Skills and Techniques Competency scales
- Two case conceptualizations with supervisor feedback
- Two verbatim transcriptions with supervisor feedback
- Hours Log & Supervision Attendance Log
- Evaluations by the student of site and site supervisor, and individual and group supervisors
- Evaluations of the student by group, individual, and site supervisors
- Master’s Student Clinical Completion Checklist

All forms are available on the Program web page.

## **VI. EVALUATION OF STUDENTS**

Each student will be enrolled in the practicum (COUN 669) course for one semester. The student will be evaluated a minimum of two times during the semester from his or her supervisor(s) (CACREP, 2009, § III.F.5). The Counseling Skills and Techniques Competency Scale (form available on Program web page) will be used to assess student skills at the beginning, middle and end of the semester. In addition, at the end of the semester, the student’s university supervisor(s) will complete the Evaluation of Master’s Counseling Student (forms available on Program web page). The group

supervisor will use these evaluations to assist him or her in determining the student's grade. In addition to this formal evaluation, it is expected that the student's individual, group and site supervisors will be offering ongoing "process" feedback (e.g., verbal, written feedback). The course is graded on a "Pass/Fail" basis. In order to pass, a student must meet all requirements as noted under "General Requirements" and demonstrate beginning competency in:

1. applying core counseling skills, (CACREP, 2009, § CMHC. D.1; SC. D.1, 2)
2. understanding the relationship between specific client problems and particular treatment approaches, and
3. knowing one's own attitudes and needs as they affect counseling while demonstrating sufficient personal adjustment to function ethically as a counselor.

If a student is not successfully progressing through practicum, the student, faculty supervisor/instructor of record, and the Clinical Coordinator will work collaboratively to create a Professional Development Plan (PDP). The PDP will serve as a guide with specific actions that should be taken by the student to meet the requirements to pass Practicum.

## **VII. SUPERVISION OF STUDENTS**

All supervision must be entered weekly onto the Weekly Hours Log (form available on program web page).

### **a. University Supervision**

#### *Doctoral Students as University Supervisors*

In most cases, doctoral students will individually supervise master's degree students. In such cases, these advanced counseling students will be receiving supervision from a faculty supervisor. All advanced students who are supervising master's degree students must meet the following requirements:

1. have completed a master's degree, as well as counseling practicum and internship experiences equivalent to those in a CACREP-accredited entry-level program;
2. have completed or are receiving preparation in training in counseling supervision; and
3. be supervised by program faculty with a faculty/student ratio that does not exceed 1:6 (CACREP, 2009, § I.Q).

#### *Faculty Instructors as Individual Supervisors*

Each regular, adjunct, and affiliate program faculty member who is a faculty instructor or supervisor for the internship course must have the following (CACREP, 2009, § III.A):

1. a doctoral degree from a program in counselor education or a closely related field
2. relevant professional experience and demonstrated competence in counseling and/or human development at levels appropriate for the students supervised; and
3. course work or other training that shows competence in supervision of counseling students.

#### *Individual Supervision*

For each semester a student is enrolled in internship, they will receive a minimum of one (1) hour per week of face-to-face individual or triadic supervision by a university supervisor. Most supervision will be given by a doctoral-level graduate student being supervised by a faculty supervisor. Only those

faculty supervisors, advanced counseling students, or site supervisors who meet the requirements listed in this document will be eligible to supervise internship students.

### *Group Supervision*

All students must receive a minimum of one and one-half hours (1 ½) of group supervision per week for each semester the student is enrolled in internship. This requirement will be satisfied by a group supervision class. Group supervision is an opportunity for students to practice and reflect upon crisis and trauma intervention skills.

### *Assignment to Group Supervision*

Students will register for practicum class, which will serve as group supervision. Group supervision for master's degree students in practicum will meet for one and one-half hours each week (CACREP, 2009, § III.F.3) with a faculty supervisor/instructor of record. Practicum classes will consist of groups with a maximum of six students.

## **b. Site Supervision**

All students must receive a minimum of one (1) hour per week of individual or triadic supervision by their site supervisor. Site supervisors should have a master's degree in counseling or a related field and a minimum of two years of experience in mental health counseling, knowledge of the program's expectations, requirements, and evaluation procedures for students, and relevant training in counseling supervision (CACREP, 2009, § III.C). Sites must also permit audio or video recording for review by the university supervisor. Weekly site supervision should be used to review goals, tasks as defined by the site supervisor, and progress toward those goals and tasks. Site supervision should also include processing of the student's experience with clients. Site supervisors should have regular consultation with the student's university group supervisor/instructor of record.

## **c. Evaluation of Supervisors**

Students are required to complete written evaluations of their university and site supervisors (forms available on Program web page) at the end of each semester of internship. The Council for Accreditation of Counseling and Related Programs requires such an evaluation (CACREP, 2009, § I.BB). It will also assist us in the selection of appropriate supervisors for future interns. All evaluations will be kept confidential. Instructions on how to submit your faculty and site supervisor evaluations will be provided by the Clinical Coordinator. Do not email these to ClinicalCoord@odu.edu.

## **VIII. PRACTICUM SITES**

### **a. CARE Now**

CARE NOW is a mental health support service in the Norfolk Public Schools that is grant funded. The over-arching goal of CARENow is to ease the transition to middle school for disadvantaged students with poor academic achievement, limited social consciousness, insufficient coping skills, and poor socio-emotional skills. CARENow was designed to counter these negative experiences through in-class and after-school programs and activities facilitated by trained **Advocates** from ODU. The activities provide for consistent academic and social support in math classes, weekly classroom

lessons on character and resilience, and after-school programming aligned with topics addressed in school.

CARE NOW operates on three levels of intervention: 1) large-group activities for all students; 2) small-group activities for students with greater risk of academic failure; and 3) individual attention to students with the greatest socio-emotional disruption. The program emphasizes the **character** traits of commitment, self-discipline, cooperation vs. competition, individual responsibility (doing your best), collective responsibility (encouraging others to do their best), pro-social behaviors, acceptance of differences, scholarship to become diligent and capable learners, and ethical actions. The **resiliency** traits the program encourages are insight, independence, relationship skills, initiative, creativity, humor, and values-orientation.

Practicum students in the Graduate Counseling Program will be required to work one full day (Monday or Wednesday, 8:30 to 2:45pm) and/or one of two afternoon shifts (Tuesday & Thursday 2:30-6pm) through the ODU semester. Additionally, students will attend training that will be scheduled the week before the semester begins AND a weekly training/supervision meeting held on Fridays (10am to noon). A total commitment of approximately 10 hours per week is expected. The contract for the practicum is for the semester, not just the hours worked.

### **b. Alternate sites**

At the discretion of the Clinical Coordinator, a student may receive permission to conduct practicum clinical hours at an alternate site. Alternate sites must be approved by the Clinical Coordinator at least six to eight weeks before the semester start date and must meet the following requirements:

1. The site has agreed to accept a student for a 100-hour practicum experience, including a minimum of 40 clock hours of direct services with actual clients (CACREP, 2009, § III.F).
2. The site supervisor meets the minimum qualifications (see Section V.C).
3. The site supervisor has reviewed and signed the Site Supervisor Agreement (form available on the program web site).
4. The site will allow the student to video or audio record direct service work with clients (CACREP, 2009, § III.F.4).
5. The site will provide a minimum of 10 hours of group work.
6. The site has been approved by the ODU Clinical Coordinator.

### **c. Sufficient Hours**

Should students at any site be unable to meet their direct hour requirements for practicum, there will be an option of working with undergraduate students to obtain direct contact hours. This option should be used as a last resort to ensure that students meet practicum requirements. Students may email the Clinical Coordinator if they would like to pursue this option.

## **IX. LIABILITY INSURANCE COVERAGE**

Old Dominion University's registered and enrolled students who are required by their curriculum to participate in supervised and graded service outside the University at various internship sites are covered by liability insurance provided through the Commonwealth of Virginia. (CACREP, 2009, § I.S)

Some sites may require students to carry their own liability insurance. Note that members of ACA ([www.counseling.org](http://www.counseling.org)) have easy access to this insurance.

## APPENDICES

## COUN 669: Practicum Group Supervision

Instructor

• Office: Education Room \_\_\_\_\_ • Phone: \_\_\_\_\_ • e-mail: \_\_\_\_\_

### Course Description

Designed to provide individual students with a planned program of advanced on-the-job professional experience in a school or community agency setting. Practicum assignments will be controlled and coordinated by a university instructor. Direct supervision will be given by an experienced professional in the setting as well as a faculty instructor or doctoral-level counseling student.

### Purpose

A practicum, as distinct from a job, consists of intensively supervised practice, with reflection on that practice. You will continue your education by (a) trying out and observing practices and then (b) examining them in an intentional fashion, both in the class/group and at the practicum site. You will seek to become more "intentional" about your work, including becoming more aware of social and cultural dimensions of the work.

Three dimensions for learning are highlighted:

- (1) understanding of clients themselves and types of client difficulties,
- (2) facility with using helping skills, and
- (3) personal attitudes that help or hinder professional performance.

With the group leader's guidance, all students will act as "peer supervisors" for each other.

### Course Objectives/Competencies

Apply basic helping skills, including empathic listening, in an intentional manner as outlined on the *Counseling*

#### *Skills and Techniques Competency Scale.*

Assess individual differences among clients, including cultural dimensions, in order to develop individualized plans to meet those needs.

Increase awareness of one's own needs and attitudes that affect counseling and begin to use one's own reactions in the counseling process.

Understand ethical and legal issues in counseling work.

Learn effective workplace behavior and learn the special skills and norms appropriate to their field setting.

### Course Requirements

E-Mail and Blackboard Account. Students must activate their **ODU e-mail account**. This is our program's policy. You will be responsible for checking your ODU account regularly during the semester and checking Blackboard at least twice a week for posted announcements and grades. It is the student's responsibility to work with OCCS in correcting any problem. The instructor will not correct these errors for the student. Students with problems activating their Blackboard account should immediately send an e-mail to OCCS at: [occs-help@odu.edu](mailto:occs-help@odu.edu). Blackboard can be accessed at: <http://blackboard.odu.edu>

Attendance, Readings, Assignments, Counseling Sessions, and In-Class Activities. Students are expected to attend each class/group, complete all readings and assignments, and participate in group activities as well as counseling practice sessions.

Practicum Related Activities. Students will successfully complete at least **100 clock hours** of practicum related activities with no less than **40 hours** being direct service work with clients. **Ten (10)** of the 40 hours should be group counseling. In addition, students should observe other students or clinicians working with clients and also partake in developing case conceptualizations, case reports, and treatment plans. **Note:** It is suggested that students pursuing a School Counseling specialization may spend up to 30% (30 hours) of their practicum in a school setting with the remaining 70% (70 hours) being spent in an alternate, authorized setting.

Individual Supervision. A minimum of **one (1) hour per week of individual supervision** (using audiotape, videotape and/or direct observation) over one academic term by the instructor or a doctoral-level counseling student under supervision by a faculty member. Additionally, **a minimum of one (1) hour per week of supervision with an approved site supervisor.**

Audio/Video Recording and Consent Forms. Students will be required to submit weekly video or audio (*video is preferred*) tapes of their direct client work. Students must submit a tape evaluation with each tape. (University supervisors will provide students with evaluation guidelines.) In addition, a minimum of two verbatim transcript of a client session will be due per academic term. **(See Handbook appendix for a copy of the Verbatim Transcript form)** Have each client (or parent of a minor client) complete a **Consent to Participate in Recorded Supervised Counseling** form **prior** to beginning counseling with the client.

Group Supervision. A minimum of **one and one-half hours per week of group supervision** with other students in the practicum supervised by the instructor or a doctoral-level counseling student.

Practicum Log. Completion of a **practicum log** every two weeks which includes a report of the hours spent in counseling (individual and group), observation, and other counseling related activities over that two week period. Include a summary at the bottom of each page of the number of hours spent in each of these activities. This log is to be submitted to the group/class instructor.

Case Studies. Complete **two (2) case studies** during the semester, one by mid-term and one at the end of the semester. If the client gives approval, the case studies should be accompanied by an audio or video-tape of at least one session with this client. The instructor will provide case study guidelines.

End of Semester Paperwork. Students will submit to the group/class instructor all required forms including: site supervisor evaluation, logs, and program evaluation (for those graduating) and School Counseling portfolios for graduating school counseling interns. All paperwork must be appropriately completed and signed. The student evaluation of the group/class instructor is to be given to the student's individual supervisor. Evaluations of individual and group university supervisors shall be turned in to the Clinical Coordinator's mailbox in Ed. 110.

#### Accommodating Students With Special Learning Needs

In accordance with University policy, students with documented sensory and/or learning disabilities should inform the instructor so that their special needs may be accommodated.

#### Attendance

Weekly group supervision is a requirement of the course and thus attendance at all seminar sessions is expected. If an emergency arises, please notify me prior to the class.

#### Evaluation/Grading

Students will be evaluated a minimum of two times during the semester (mid term and end). The *Counseling Skills and Techniques Competency Scale* will be used to assess student skills. Ongoing feedback will be available as part of the weekly supervision process. Students must receive a passing grade on case reports and on taped counseling sessions submitted to the Clinical Coordinator.

The course is graded on a pass/fail basis. In order to pass, a student must meet all requirements and demonstrate basic competency in:

1. Applying core counseling skills
2. Understanding the relationship between specific client problems and particular treatment approaches
3. Organizing and facilitating group counseling sessions
4. Knowing one's own attitudes and needs as they affect counseling. The student must also demonstrate sufficient personal adjustment to function ethically as a counselor.

#### Honor Pledge

Each student is expected to abide by the honor system of Old Dominion University.

I pledge to support the honor system of Old Dominion University. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the honor system. I will report to Honor Council hearings if summoned.

#### Office Hours

#### Course Prerequisites

At a minimum, students are expected to have completed COUN 601, 630, 633, 645, and 650.

#### Suggested Class References

Corey, G. (2009). *Case approach to counseling & psychotherapy* (7<sup>th</sup> ed.). Belmont CA: Thomson.

Please print the **Practicum Handbook**

## **SAMPLE CASE PRESENTATION OUTLINE**

Counselor Name: \_\_\_\_\_ Date of Presentation: \_\_\_\_\_ # of Sessions to  
Date: \_\_\_\_\_

**Presenting Concerns & Specific Problems**

**Concurrent Problems**

(Treatments & Services Received)

**Background History & Stressors**

(Current, Developmental, & Ecological)

**Strengths**

(Protective Factors & Signs of Resilience)

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**Interfering Factors or Barriers**

(individual, familial, ecological, administrative)

**Ways to Address Barriers**

**Recommendations**

(treatment & plans for follow-up evaluation)

# FRAMEWORK FOR CASE CONCEPTUALIZATION: For MH/College Counselors

Counselor: S. Thompson

Date of Presentation: May 9, 2014

Number of Sessions to Date: 2

## Presenting Concerns & Specific Problems

“Mimi”: 38 year-old Caucasian female. Married, no children. Extended family lives in another state. Reports desire to change careers, feeling “numb” while she’s at work. Has been in this career field (medical related) for 17 years; at this job for 3. States that her supervisor believes she is competent, leaving her in charge when away. Patients, though, notice her inability to connect or empathize with their situation. Recognizes that she – daily – because of her job, hurts patients.

## Concurrent Problems (Treatments & Services Received)

Previous history of depression with limited effectiveness of medication (Paxil).

Feels similarly to previous depressive episode.

Few/no friends because she has been unable to socialize when not at work.

## Background History & Stressors (Current, Developmental, & Ecological)

- Husband is pilot who is away regularly. He is underemployed; they rely on her salary to make ends meet.
- This is her second marriage. First marriage ended after 7 years; she felt similarly at the 4 year mark. This is year 4 of the current relationship.

## Strengths (Protective Factors & Signs of Resilience)

Willingness to seek assistance.

Has previously been able to bring herself out of the depression.

Able to change motivation level when husband is home.

## Summary of Risk Factors (Implications & Goals: Assessment, disposition, intervention)

Both parents have hx of depression. Mother has hx of anxiety; client also reports moderate anxiety. Mother as model for non-activity.

## Interfering Factors or Barriers (individual, familial, ecological, administrative)

Relatively new to area, few/no friends locally.

Income is due to her employment.

Above-Moderate anxiety & depressive symptoms.

## Ways to Address Barriers/ Recommendations

- Discuss how she is able to change her activity level when her husband is around + when she was single previously.
- Take small steps toward making changes. With each possible change, analyze anxiety and advantages/ disadvantages related to staying same or changing.
- Enlist husband in the process of changing her activity level.
- Refer for medication evaluation & discuss alternate ways of managing depressive symptoms. Explore anxiety. Explore depressive symptoms related to relationships in particular. What are her fears?

**OLD DOMINION UNIVERSITY  
CONSENT TO PARTICIPATE IN RECORDED  
SUPERVISED COUNSELING**

**Purpose and Use of Recordings**

As part of their professional training, graduate students perform counseling under the supervision of University/faculty members and/or field-placement supervisors. To facilitate this training, counseling sessions are sometimes recorded on in video or audio format. Students use such recordings to review their own performance as counselors-in-training. Student counseling performance may also be reviewed by their university or site supervisor(s) and other internship trainees in a small group setting. All recordings are erased after they are reviewed.

**Confidentiality**

Trainees and University/faculty supervisors are professionally and ethically bound to preserve the confidentiality of all personal information that is revealed by the client in a counseling relationship. The only exception to this is if a client proves to be at clear and imminent danger of harming himself/herself or others. We would appreciate your permission to record the session(s) with the understanding that confidentiality will be maintained. Thank you for your cooperation.

\_\_\_\_\_  
Supervisor's Signature and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Trainee's Signature

\_\_\_\_\_  
Date

**Consent**

I have read and understand the above statements regarding confidentiality, recording, and supervision of my sessions (or the sessions of my child). I give my permission for these sessions to be recorded for training purposes as described above. I further understand that I can withdraw this permission at any time.

\_\_\_\_\_  
Client's or Parent's Signature

\_\_\_\_\_  
Date

## CERTIFICATE OF COVERAGE

ISSUED TO: **Counseling Services, Human Services Internships and Practicums for Old Dominion University Faculty and Students**

INSURER: COMMONWEALTH OF VIRGINIA

AUTHORIZATION: Risk Management Plan of the Commonwealth of Virginia and the Code of Virginia, §2.2-1837 and §2.2-1840

COVERAGE PERIOD: **January 1, 2005 until cancelled**

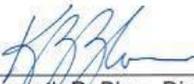
PURPOSE: Verification of insurance coverage for activities of ODU, its employees, and authorized agents as related to:  
**Affiliated Counseling and Human Services Organizations**

COVERAGES: All Risk Property, Tort Liability including Medical Malpractice. This also covers liability and physical damage for use of rental/leased vehicles used on official business, and the property of others on an ACV basis

LIMITS: \$2,000,000 - Tort claims against persons  
\$100,000 - Tort claims against the Commonwealth  
\$1,800,000 – per Medical Malpractice occurrence Effective 7-1-05  
ACV - Auto – Rental/leased vehicles

ADMINISTRATOR: Division of Risk Management  
P.O. Box 1879  
Richmond, VA 23218-1879

This is for information only. It does not alter any provisions of the Risk Management Plan nor the Code of Virginia.

VERIFIED BY:   
Kenneth R. Blow, Director  
Office of Risk Management  
March 28, 2005