



TEXAS A&M
UNIVERSITY
CENTRAL TEXAS

Texas A&M University – Central Texas
MFT 5394-Clinical Practicum IV
Fall 2017- Thursday 0900-1100
August 28, 2017-December 11, 2017

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Method of Instruction and Course Access:

This course is a practice-oriented, face-to-face course. This course uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com>].

Student-Instructor Interaction: a minimum of two hours per week (group or individual supervision)

Class Decorum: It is intended that the class environment will be conducive to increasing your knowledge about the topic and promoting self-discovery and personal growth. In order for that to occur, it is expected that every student be respectful of the thoughts, emotions, and behaviors of others in this course.

911 Cellular:

Emergency Warning System for Texas A&M University – Central Texas
911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [<https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management>] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

1.0 Course Overview

This course is oriented towards those students who are preparing for field placement. It is designed to provide interviewing and training skills in the Marriage and Family Therapy program. MFT's in training are expected to gain an understanding of the role of the therapist, how clients change, and basic therapeutic strategies. Students will be exposed to basic skills and tools necessary to become competent clinicians. Role-playing, videotapes, and use of the video camera will be utilized as part of the learning process. Also, a review of the on-campus clinic policies will be addressed.

Prerequisites: MFT 559

2.0 Intended Student Outcomes

Relevant Core Competencies (CCs) from the Commission on Accreditation of Marriage and Family Therapy Education (COAMFTE) are referenced. See Bb for the full list of COAMFTE CCs.

- 2.1** Students will demonstrate the ability to conceptualize client systems through a MFT lens.
 - 2.1.2.1** Students will describe members of client systems, including identified patient, significant others, relevant identifiers, and background information. Addresses CCs 1.3.2, 1.5.3, 2.3.7, and 5.3.2.
 - 2.1.2.2** Students will identify the client system's presenting problem. Addresses CCs 1.3.1 and 2.3.9.
 - 2.1.2.3** Students will analyze client systems using various MFT theoretical concepts of their choosing (e.g. Structural Therapy, Solution-Focused, Narrative, etc.) by developing appropriate hypotheses regarding the client system based on these concepts. Addresses CCs 1.1.1, 1.1.2, 1.2.1, 2.2.3, 2.3.8, 4.1.1, and 4.1.2.
- 2.2** Students will clinically assess client systems.
 - 2.1.1** Students will assess an IP's mental status and diagnose them according to the latest version of the DSM. Addresses CCs 1.2.2, 2.1.1, 2.1.2, 2.1.5, 2.1.6, 2.3.1, and 2.3.4.
 - 2.1.2** Students will assess medical issues that should be considered in assessment and treatment. Addresses CCs 2.2.5 and 3.1.3.
 - 2.1.3** Students will assess relevant legal and ethical issues as they arise in therapy. Addresses CCs 3.3.6, 3.4.3, 5.1.1, 5.1.2, 5.1.4, 5.2.1, 5.3.4, 5.3.5, and 5.3.6.
 - 2.1.4** Students will recommend appropriate medical, psychiatric, or other support referrals as they arise in therapy. Addresses CCs 1.2.3, 2.2.4, and 3.5.2.
 - 2.1.5** Students will develop prognoses of client systems, appropriate treatment modalities, and appropriate frequency of therapy. Addresses CCs 1.3.2, 1.4.1 and 2.1.2.
 - 2.1.6** Students will evaluate their assessment in light of contextual and systemic factors. Addresses CCs 2.4.1, 2.4.2, 2.4.3, and 2.4.4.
- 2.3** Students will critically analyze and further develop their approach to therapy.
 - 2.1.1** Students will analyze how MFT theories are used with various client and contraindications of use of theories. Addresses CCs 1.1.1, 1.1.2, 1.1.4, 2.1.6, 2.3.3, 2.4.2, 3.1.1, 4.1.1, 4.1.2, 4.2.1, 4.3.1, 4.5.3, and 5.3.8.
 - 2.1.2** Students will articulate how change occurs based on use of theories. Addresses CCs 2.2.1, 3.3.3, 4.2.2, and 4.3.1,
 - 2.1.3** Students will consider how client factors and contextual factors influence student's therapeutic approach Address CCs 1.2.1, 1.2.2, 2.1.1, 2.1.2, 2.2.3, 4.3.1, 4.5.2, and 5.4.2.
 - 2.1.4** Students will define their role in the therapeutic process. Addresses CCs. 1.3.6, 3.5.1, 5.3.10, and 5.4.2.
- 2.4** Students will assess the influence of their social location and personal experiences on the conceptualization and intervention of cases.
 - 2.1.5** Students will identify their social location. Addresses CCs 1.2.1 and 3.4.5
 - 2.1.6** Students will be conscious of and analyze their reactions and interactions with clients. Addresses CCs 3.4.5, 5.3.10, and 5.4.2.
 - 2.1.7** Students will articulate how social location and personal experiences influences therapeutic work. Addresses CCs 3.4.5, 5.3.10, 5.4.2, and 5.5.2.
- 2.5** Students will complete program practicum requirements legally, ethically, and competently.
 - 2.1.8** Students will comply with federal, state, and local laws regarding necessary client contact practicum hours, liability insurance, HIPAA, etc. Addresses CCs 5.1.1 and 5.3.9.
 - 2.1.9** Students will understand and explain the rules and practices of their practicum sites Address CCs 1.3.4 and 5.1.3.
 - 2.1.10** Students will report documentation in accordance with legal and ethical obligations (e.g. HIPAA-compliant). Addresses CCs 1.5.2 and 1.5.3.

- 2.1..11** Students will solicit and integrate supervisor feedback. Addresses CCs 2.5.1, 4.3.12, 4.5.1, 5.2.4, 5.5.2, and 5.5.3.

3.0 Ethics

Students are expected to conduct themselves in a professional and ethical manner at all times. They are expected to maintain confidentiality of all information related to clients, as well as all information related to cases presented in practicum/internship classes. This is the student's responsibility regardless of procedures in place at the site. Students are responsible to know and follow legal and ethical confidentiality practices of the field placement site, as well as applicable codes of ethics. Knowledge of HIPAA and/or FERPA is expected. In addition, students shall not use any client identifying information in any practicum/internship documentation, including tapes. Students shall secure tapes and other client information that may be necessary for class in a way that is secure, legal, and ethical. Tapes, transcripts, case studies, or other client information used for class shall be destroyed in an appropriate manner (i.e., shredding) as soon as they have been evaluated unless it is the policy of the site to maintain and secure all tapes. Any questions regarding confidentiality must be discussed with the university instructor as well as the site supervisor.

Committing an ethical violation during practicum/internship would have academic consequences. At minimum, the supervisor's evaluation (which includes an ethics component) will reflect the ethical violation(s). Depending on the severity of the violation, the student's response to becoming aware of the violation, and other circumstances, an ethical breach could potentially result in failure of the course.

All students must have appropriate liability insurance for the duration of their practicum experience or their hours will not be counted.

3.0 Required Reading

The purpose of this course is for gaining experience; students should already have sufficient knowledge on theory and technique to begin practice. As such, there are no required textbooks for this course. However, the professor may instruct students to read materials on topics relevant to cases they are treating for the purpose of better client care

Suggested Readings

Guise, R. (2015). *Family solutions institute study guide for the marriage & family therapy national examination* (6th ed.)

COURSE REQUIREMENTS

4.0 Course Requirements

All writing submitted to the professor should be a final draft, free of spelling, grammatical, stylistic, and typographical errors. Students are encouraged to allow ample time for writing, keeping in mind the frequency of computer glitches.

Assignments:

- 4.1 Reflection Paper-** In this assignment, students will reflect on their entire practicum experience and assess themselves as therapists. (Addresses Student Outcome 2.1, 2.2, 2.4, & 2.5)
- 4.2 Professional Identity Package-** This assignment is intended for students to critically think about their identity as a marriage and family therapist and to learn how to market themselves. The assignment includes the following sections: Elevator pitch to network with colleagues, elevator

pitch to potential clients, private practice name, tag line, intake form, informed consent form, notice of healthcare privacy practices (Addresses Student Outcome 2.3, 2.4, & 2.5)

- 4.3 Supervision Evaluation** - The faculty supervisor will meet weekly with students for one hour of individual/group supervision each week and will sign off on time sheets as well. Students must attempt to schedule clients during Practicum hours to receive live supervision that will be used in the evaluation process. If unable to schedule live sessions, students will be required to submit recordings of sessions that will be used in the evaluation process. Both faculty and site supervisors are required to submit a grade on the TAMUCT evaluation and grade sheet for the student at the end of the practicum experience. Faculty and site-supervisor evaluations are averaged together for a final score. (Addresses Student Outcome 2.1, 2.2, 2.3, 2.4, 2.5)
- 4.4 Liability Insurance** –All students must have appropriate liability insurance. Practicing without liability insurance is grounds for failing the course and disqualifying from the program. (Addresses Student Outcome 2.5)
- 4.5 Clinical Hours**-Students are required to complete a total of 500 clinical hours, 200 of which must be relational. If students do not complete the required clinical hours, they will fail the course.

5.0 Grading Criteria Rubric and Conversion

Reflection Paper 25 points	P 174-250 points
Professional Identity Package 100 points	U 173-0 points
Supervisor Evaluation 100 points	
Class Participation 25 points	

Total 250 points

6.0 Posting of Grades

All student grades will be posted on the Canvas Gradebook. Students should monitor their grade status through this tool

TECHNOLOGY

7.0 Technology Requirements and Support

Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system.

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Technology Support.

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

For issues with **Canvas**, select “chat with Canvas support,” submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the “Help” link.

For issues related to course content and requirements, contact your instructor

8.0 Tentative Course Calendar

Reflection Paper due October 19th
Professional Identity Package due November 30th
Supervisor Evaluation due December 7th

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

9.0 Drop Policy

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

10.0 Academic Integrity

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action

11.0 Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) webpage [https://www.tamuct.edu/student-affairs/access-inclusion.html].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

12.0 Tutoring

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at lldavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

13.0 University Library

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/) [<https://tamuct.libguides.com/>].

14.0 The University Writing Center

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WConline](https://tamuct.mywconline.com/) [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

15.0 Absences and Grading

Students are required to attend and actively participate in every class meeting. Unexcused absences or not participating will be documented in the faculty supervisor's evaluation of the students, therefore influencing the student's overall grade. An initial 10 points will be deducted for all assignments submitted after the deadline. An additional 10 points will be deducted for every additional day an assignment is late.

16.0 Instructor's Personal Statement

Professionalism, Respect, and Effective Communication is expected at all times while working at the practicum site. Safety comes first and you are expected to take appropriate measures to ensure patient and staff safety. Patient care is extremely important; therefore, it should be a top priority. Finally, take the initiative to grow as a mental health professional and seek supervision when you need it.

****Professor reserves the right to amend the syllabus at any time****