

CONSULTATION and SUPERVISION
COUN 5383-110, CRN80379,
Spring 2019,
Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION:

Instructor: Carolyn A. Greer, ED.D., LPC-S

Emaildrcarolyngreer@gmail.com

Office hours by appointment

Class Meetings: Thursday, 6:00 – 8:45 pm, Warrior Hall,314

COURSE INFORMATION

Course Overview and description: the course introduces the application of psychological principles of consultation and supervision in selected settings. This course is designed the academic requirements set forth by the Board of Examiners in Texas for becoming a supervisor of counselor interns. **Prerequisite courses:** COUN 5350 (Foundations) and COUN 5393 (Clinical Mental Health Practicum) or approval of department head.

Course Objective:

1. Students will demonstrate an understanding of counseling supervision theories, skills and techniques, and practices consistent with ethical counseling supervision.
2. Students will demonstrate an understanding of counseling consultation theories, skills techniques, and practices consistent with ethical counseling consultation.

Student Learning Outcomes:

1. Students will demonstrate understanding of the current models, methods, and principles of clinical supervision as well as the current research related to consultation and supervision;
2. Students will demonstrate understanding of counseling issues that presented in the supervision session as well as limitations, insights, needs for referral, and other awareness's had during the supervision process.
3. Students will demonstrate competence in the how the conceptualize consultation and supervision cases in a logical and factual manner to share with fellow students and Professionals.
4. Students will demonstrate knowledge in effective program evaluation to include needs assessments, interventions and program outcomes.

Mode of Instruction & Course Access

This course utilizes didactic teaching, group discussions, group supervision, taped sessions, and research articles. Students are evaluated through taped sessions, site supervisor's evaluations of students, written summaries of research articles, and ability to compile a portfolio.

Participation

Your active participation in supervision sessions is necessary for you to meet the course objectives. Active participation requires prior preparation on your part (e.g., reading of assigned materials). If you must miss a supervision session, you will need to make up that missed supervision time. Missing more than one scheduled supervision session may result in failure of the course.

Required Reading

Fundamentals of Clinical Supervision, Bernard and Goodyear, 6th Ed., 2019, Pearson Education.

- * American Counseling Association (2014). ACA Code of Ethics. Alexandria, VA: Author
 - Council for Accreditation of Counseling and Related Educational Programs [CACREP]. (2016). *2016 standards for accreditation*. Alexandria, VA: Author.
 - Other readings to be assigned (TBA) will be provided at no cost to you
- **A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore.****

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.

Technological Requirements AND SUPPORT

Technology 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.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

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].

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.

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.

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, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

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 lmDavis@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.

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 [WCOOnline](#) [<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.

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/].

Late work is accepted with penalty. You will receive a letter grade drop for each day the assignment is late regardless of circumstance. If Canvas is under construction and you are unable to load your assignment, you are expected to email the assignment on or before the due date. Once Canvas is up, I will ask you to resubmit your assignment.

Professionalism (Confidentiality & Ethics)

In this course, you are entering an experience that involves a fair amount of role-playing and supervision practice. A student colleague may say something personally important and confidential. It is your ethical obligation to maintain confidentiality. Homework assignments should disguise the nature of any person whom you have interviewed. When videotaping, ensure that you have permission to tape of the interview to proceed. You are expected to abide by the American Counseling Association (2014) Code of Ethics, the Association for Counselor Education and Supervision (2011) Best Practices in Clinical Supervision, the American School Counselor Association (2016) Ethical Standards for School Counselors, International Association of Marriage and Family Counselors (2017) Code of Ethics and the National Association of School Psychologists (2010) Principles for Professional Ethics, also see Texas A & M Central Texas (2018) Student Conduct.

QUALIFICATIONS FOR LICENSED PROFESSIONAL COUNSELORS SUPERVISOR IN TEXAS:

- A license to practice professional counseling issued by the Texas State Board of Examiners of Professional Counselors.
- The supervisor must have held the license in good standing for at least 60 months.
- Submission of a supervisor approval application form, accompanied by a \$100 supervisor approval processing fee.

▪Submit proof of one of the following for initial application (check the box that applies to you):

Successful completion of a graduate course in counselor supervision taken for credit at an accredited college or university (Attach transcript verifying course completion.)

Successful completion of a continuing education course offered by a board-approved provider consisting of 40 clock-hours of training in the supervision of professional counseling or mental health services. The course must meet content requirements described in the board's rules at 22 TAC §681.93(c)(1)(B)(2). The course must be completed during a time period of no more than 90 days. Attach proof of course completion.

Assignments.

Participation (15 points)

You will be asked to review counseling skills demonstrations from another course throughout the semester (both video and written) in Theravue. Preparation for class discussion will include supervision notes of videos (will be handed out) and one critique (will be handed out) of a written session. You will also complete a Cultural Genogram assignment. Please bring the created Genogram to class for discussion. Directions for the assignment will be discussed further in class.

Supervision Interview & Paper (20 points)

Identify someone who is supervising counselors in a school, agency, or private practice setting.

Ask them about their:

- ∞ Preferred theory of counselor
- ∞ Supervision Style (i.e., how they describe themselves as a supervisor)
- ∞ Supervision Structure
- ∞ Supervision Skills and Interventions
- ∞ Supervisee Expectations
- ∞ Supervisee Evaluations
- ∞ Supervision Training

Supervision Interview Paper Format

I highly recommend you request that the session be audio recorded so that you can refer back to it when writing your paper. Following the interview, record your findings in an APA style paper consisting of EXACTLY five full pages (double-spaced). Make each point a heading (e.g., Preferred Theory of Counseling) in your paper. Within each section, compare and contrast the supervisor's answers to the ACES (2011) Best Practices in Supervision ensuring you note the specific best practice and sub-standard in the best practices (i.e., #1, 2, 3, 4, etc. = Best Practice, i, ii, iii, iv = Sub-Standard).

Case Supervision and Reflection (10 points)

You are to complete one observation of a practicum student's supervision session with a

student/s in the Community Counseling & Family Therapy Center on campus. The assignment involves observing (live observation), completing a live-observation form, and a brief 1 page reflection paper. AYHOu must schedule a time to observe the session between Jan. 24 – Feb. 11. Students will be provided the supervision schedule in class, call the CCFT to schedule Phone (254-519-5403 and cnotact the sipervisor directly to let them know about the observation.

Students are expected to turn in a reflection paper (no more than one page). Reflections papers should entail personal responses to the supervision session observed – what did yo9u see, what did you learn? Prepare to comment on the following elements: obserations about hte supervisory working alliance, diversity issues, sueprvison model used, and interventons. Follow AP

A 6th edition format; however, title page and abstract are not required ofr the asignment. See the grading rubric in Blackboard. Submit yo9ur papers via Canvas.

Professional Disclosure Statement and Philosophy of Supervision (20 points)

Each student will prepare supvison documentation in order to demonstrate their understading oof a supervision cntract. The disclosure statement will include a brief philoophy of supervision statement of houw yo9u will use hte DiscriminationModel and IDM Model for facilitating supervision. The documents should be professionally drafted and representatiove of the student’ understanding of the documentation necessary in a supervisor relationship.

Consultation Experience (35 points)

Consulation Video

1. You will cnduct two Adlerian cnsultation sessikons with a parent or teacher following protocol handed out in class. The first session should b eaobut 30 minutes in length. The second session will be at least 20 minutes.
2. You will present your cnsultation findings in a presentation before the clss.
3. Be prepared to show 10 minutes of your video in class.

Grade Distribution

Participation	15 points
Supervisor Interview and Paper	20 points
Case Supervision	10 points
Professional Disclosure Statement & Philosophy of i Paper	20 points
Consultation Experience and Presentation	35 points
Total	100

Course Calendar

WEEK	TOPIC/ACTIVITY	CACREP Standards	DUE
Jan. 17, week 1	Introductions, Review of syllabus, Supervisor's Toolbox		Online introduction
Jan. 24, week 2	Chapter 1: Introduction to clinical supervision(B&G)		
Jan. 31, week 3	Chapter 2: Supervision Models, (B&G)		
Feb. 7, week 4	Chapter 5: Supervisory Relationships (B&G)		
Feb. 14, week 5	B&G Ethical Supervision		
Feb. 21, week 6	Chapter 7: Organizing the Supervision (B&G)		Interview and Interview Paper
Feb. 28, week 7	Chapter 8, Individual Supervision (B&G)		
Mar. 7, week 8	Chapter 6, Multicultural Supervision (B&G)		Cultural Genogram
Mar. 14, week 9	SPRING BREAK		
Mar. 21, week 10	Chapter 10 Evaluations (B&G)		
Mar. 28, week 11	Consultation		
Apr. 4, week 12	Consultation		Consulation Experience Videos
Apr. 11, week 13	Consultation		
Apr. 18, week 14	Consultation		
Apr. 25, week 15	Consultation		Consultation Experience Presentation
May 2, week 16	In-class Presentations		Consultation Experience Presentation
May 9, week 17	Evaluation Period		