HSRV 190 - Field Studies 1 Course Outline

SECTION A

Unique ID Number
Discipline(s) Counseling
Division Counseling
Subject Area Human Services
Subject Code HSRV
Course Number 190
Course Title Field Studies 1
TOP Code/SAM Code 2104.00 - Human Services, General* / C - Occupational

Rationale for adding this course to the curriculum
Revision to field placement course that used to be in WOEX-190 and WOEX-193

Units 3
This Course Is N/A
Cross List N/A

Typical Course Weeks 18

Total Instructional Hours

Contact Hours
Lecture 18.00
Lab 130.00
Activity 0.00
Work Experience 0.00
Total Contact Hours 148

Hours per semester in outside of class assignments 36.00

Open Entry/Open Exit No

Maximum Enrollment
Grading Option Letter Grade or P/NP
Distance Education Mode of Instruction On-Campus Hybrid

SECTION B
General Education Information:

SECTION C

Course Description
Repeatability May be repeated 0 times

Catalog This course is the supervised fieldwork practicum that actively involves
Description students at a supervised human service site. Students apply and integrate the
values, knowledge, and skills learned in the classroom through direct, hands-
on experience in a human services agency. Special attention is given to
individual, group, and family counseling.

Schedule

SECTION D

Condition on Enrollment
1a. Prerequisite(s)
- HSRV 120
- HSRV 122
- HSRV 124

1b. Corequisite(s): None

1c. Recommended: None

1d. Limitation on Enrollment: None

SECTION E

Course Outline Information
1. Student Learning Outcomes:
   A. Apply knowledge gained from Human Services coursework in a 130-hour field
      placement in a social service agency with a satisfactory evaluation by the site supervisor
      while adhering to professional ethics and behaviors.

2. Course Objectives: Upon completion of this course, the student will be able to:
   A. Participate in a practicum placement under the direction and monitoring of agency
      supervisors and the instructor of record.
   B. Develop a professional identity, including self-awareness and commitment to the values
      and ethics of the profession.
   C. Establish positive communication and relationships with clients on an individualized
      basis.
   D. Apply knowledge of human behavior, group dynamics, cultural diversity, drug abuse,
      human sexuality, and counseling.
   E. Demonstrate the appropriate application of assessment, treatment planning, case
      management, and referral.
   F. Understand and follow legal and administrative statutes, rules, and regulations.
   G.

3. Course Content
   A. Preparation
      a. Choosing a placement
      b. Interviews
      c. Internship agreements
   B. Getting started
      a. The role of the intern
      b. The role of the professional
C. Making the most out of your internship
   a. Meeting Clients
   b. Age and Experience Issues with Clients and Supervisors

D. Internship classes and peer groups
   a. Offering and Receiving Feedback with Peers
   b. Offering and Receiving Feedback with Peers

E. Ethical and Legal Issues
   a. Ethical Guidelines of the Helping Professions
   b. Informed Consent
   c. Confidentiality
   d. Exceptions to Confidentiality
   e. Insurance Company Inquiries, Managed Care, and Ethical Practice
   f. Dual Relationships and Boundary Issues
   g. Ethics in Classes and Groups
   h. Liability and Insurance

F. Supervision
   a. Clarifying Expectations
   b. Frequency and Timing of Supervision
   c. What Happens in Supervision
   d. Supervision as Teaching
   e. Case Notes and Discussions
   f. Group Supervision
   g. Theoretical Orientation
   h. Transference and Countertransference
   i. Conflict in Supervision

G. Working with Diversity
   a. Steps toward Working with Differences—Awareness, Knowledge, and Understanding of Self and Others
   b. Steps toward Working with Differences—Awareness, Knowledge, and Understanding of Self and Others

H. Stress and Self-Care
   a. How Common Is Stress among Interns?
   b. The Effects of Stress
   c. Secondary trauma
   d. Burnout
   e. Self-care
   f. Cognitive self-care
   g. Physical self-care
   h. Emotional self-care
   i. Organizational Measures and Peer Support

I. Assault and other risks
   a. Risk of assault
   b. Coping with aggression
   c. Strange behavior that isn't always dangerous
   d. Situational factors and violence
   e. Prevention and violence
   f. Institutional responses
   g. Assault response training
   h. Aftermath of violence

J. Closure
   a. Ethical Considerations and Closing Cases
b. Understanding Client Reactions

c. Understanding Intern Reactions to Termination

d. Common Problems in Termination

e. Issues to Address in Termination

f. Techniques for Termination

g. Transferring Clients to Other Therapists

h. Toward Successful Termination or Transfer

K. Externship Experiences (required activities)

a. SCREENING: The process by which the client is determined appropriate and eligible for admission to a particular program
   a. Evaluate the psychological, social, and physiological signs and symptoms of alcohol and other drug abuse
   b. Determine client’s eligibility and appropriateness for admission or referral
   c. Identify any coexisting conditions (medical, psychiatric, physical, etc.) that indicate the need for additional professional assessment and/or services
   d. Adhere to applicable laws, regulations, and agency policies governing alcohol and other drug abuse services
   e. Adhere to applicable laws, regulations, and agency policies governing alcohol and other drug abuse services

b. INTAKE: The administrative and initial assessment procedures for admission to a program Social and recreation drinking and drug use
   a. Complete the required documents for admission to the program.
   b. Complete the required documents for program eligibility and appropriateness.
   c. Obtain appropriately signed consents when soliciting information from, or providing information to, outside sources to protect client confidentiality and rights.

c. ORIENTATION: Describing to the client the following: general nature and goals of the program; rules governing client conduct and infractions that can lead to disciplinary action or discharge from the program; in a non-residential program, the hours during which services are available; treatment costs to be borne by the client, if any; and client rights
   a. Provide an overview to the client by describing program goals and objectives for client care
   b. Provide an overview to the client by describing program rules and client obligation and rights
   c. Provide an overview to the client of program operations

d. ASSESSMENT: The procedures by which a counselor/program identifies and evaluates an individual’s strengths, weaknesses, problems, and needs for the development of a treatment plan.
   a. Gather relevant history from client, including but not limited to, alcohol and other drug abuse using appropriate interview techniques.
   b. Identify methods and procedures for obtaining corroborative information from significant secondary sources regarding client’s alcohol and other drug abuse and psycho-social history.
   c. Identify appropriate assessment tools.
   d. Explain to the client the rationale for the use of assessment techniques in order to facilitate understanding.
   e. Develop a diagnostic evaluation of the client’s substance abuse and any coexisting conditions based on the results of all assessments in order to
provide an integrated approach to treatment planning based on the client's strengths, weaknesses, and identified problems and needs.

e. **TREATMENT PLANNING:** The process by which the counselor and client identify and rank problems needing resolution; establish agreed upon immediate and long-term goals; and decide upon a treatment process and the resources to be utilized
   a. Explain assessment results to the client in an understandable manner
   b. Identify and rank problems based on individual client needs in the written treatment plan
   c. Formulate agreed upon immediate and long-term goals using behavioral terms in the written treatment plan.
   d. Identify the treatment methods and resources to be utilized as appropriate for the individual client

f. **COUNSELING:** (Individual, Group, and Significant Others): The utilization of special skills to assist individuals, families, or groups in achieving objectives through exploration of a problem and its ramifications, examination of attitudes and feelings; consideration of alternative solutions; and decision-making
   a. Select the counseling theory(ies) that apply(ies).
   b. Apply technique(s) to assist the client, group, and/or family in exploring problems and ramifications.
   c. Apply technique(s) to assist the client, group, and/or family in examining the client's behavior, attitudes, and/or feelings if appropriate in the treatment setting.
   d. Individualize counseling in accordance with cultural, gender, and lifestyle differences.
   e. Interact with the client in an appropriate therapeutic manner.
   f. Elicit solutions and decisions from the client.
   g. Implement the treatment plan.

g. **CASE MANAGEMENT:** Activities which bring services, agencies, resources, or people together within a planned framework of action toward the achievement of established goals. It may involve liaison activities and collateral contacts
   a. Coordinate services for client care.
   b. Explain the rationale of care management activities to the client.

h. **CRISIS INTERVENTION:** Those services which respond to an alcohol and/or other drug abuser's needs during acute emotional and/or physical distress.
   a. Recognize the elements of the client crisis.
   b. Implement an immediate course of action appropriate to the crisis.
   c. Enhance overall treatment by utilizing crisis events.

i. **CLIENT EDUCATION:** Provision of information to individuals and groups concerning alcohol and other drug abuse and the available services and resources
   a. Present relevant alcohol and other drug use/abuse information to the client through formal and/or informal processes.
   b. Present information about available alcohol and other drug services and resources

j. **REFERRAL:** Identifying the needs of a client that cannot be met by the counselor or agency and assisting the client to utilize the support systems and community resources available
   a. Identify need(s) and or problem(s) that the agency and/or counselor cannot meet.
   b. Explain the rationale for the referral to the client.
c. Match client needs and/or problems to appropriate resources.

d. Adhere to applicable laws, regulations and agency policies governing procedures related to the protection of the client's confidentiality.

e. Assist the client in utilizing the support systems and community resources available.

k. REPORT AND RECORD KEEPING: Charting the results of the assessment and treatment plan, writing reports, progress notes, discharge summaries and other client-related data.

   a. Prepare reports and relevant records integrating available information to facilitate the continuum of care.
   b. Chart pertinent ongoing information pertaining to the client.
   c. Utilize relevant information from written documents for client care.

I. CONSULTATION WITH OTHER PROFESSIONALS IN REGARD TO CLIENT TREATMENT AND SERVICES: Relating with in-house staff or outside professionals to assure comprehensive, quality care for the client.

   a. Recognize issues that are beyond the counselor's base of knowledge and/or skill.
   b. Consult with appropriate resources to ensure the provision of effective treatment services.
   c. Adhere to applicable laws, regulations and agency policies governing the disclosure of client-identifying data.
   d. Explain the rationale for the consultation to the client, if appropriate.

4. Methods of Instruction:

   Activity - Through case scenarios and role plays, practice essential helping skills.
   Critique - Critique/evaluate - Assessments, interventions, treatment plans of individual clients or group interventions.
   Discussion - Through group work and discussion, evaluate the strengths and weaknesses of the legal and ethical issues pertinent to addiction studies in California.
   Lecture - Review of theories, techniques, and practices relevant to student's placement.
   Service Learning - Case Presentation - Students present their clients in a structured format.

5. Methods of Evaluation: Describe the general types of evaluations for this course and provide at least two, specific examples.

Typical classroom assessment techniques

   Class Work --
   Home Work --
   Lab Activities -- Example: 1. A minimum of 3 hours of orientation. Example: 2. The student will complete 8 hours of work per week for the duration of the internship onsite at an approved addiction studies organization.

Additional assessment information:
   Completion of evaluation by field placement supervisor regarding students' progress towards mastery of the 12 competencies of addiction counseling
   Required Evaluations -
   1. The student will complete a learning agreement integrating the 12 core areas of addiction studies. The learning agreement will include specific activities at the agency that will enable the students to gain competence agreed to with the internship supervisor.
   2. The student will receive an evaluation from the both the field supervisor and the faculty member regarding the students progress toward completing the 12 core areas.
   3. The student will write a self-evaluation of work toward completing the goals of the internship.
4. The student keeps a record of their hours and the time spent towards each of the 12 core addiction competencies. This record will be signed by the field supervisor.

Letter Grade or P/NP

6. Assignments: State the general types of assignments for this course under the following categories and provide at least two specific examples for each section.

   A. Reading Assignments
      Reading Assignments Example 1: Selected readings from the textbook covering pertaining to practicums.
      Example 2: Student will complete review or reading from assigned electronic source.

   B. Writing Assignments
      Writing Assignments Written essays, papers and journal entries related to experiences in the practicum.
      Example 1: Students will respond to a prompted question in their weekly journals.
      Example 2: Students will complete a discussion board question which can include a review a current issue in addictions and explore the legal and ethical dilemmas, topics could include the legalization of marijuana, opioid crisis, etc.

   C. Other Assignments
      Other Assignments Example 1: Completion of learning agreement with supervisor.
      Example 2: Completion of evaluation of students? practicum experience.
      Example 3: Completion of internship tracking hours form.

7. Required Materials
   A. EXAMPLES of typical college-level textbooks (for degree-applicable courses) or other print materials.
      
      Book #1:
      Author: Baird, Brian N. & Mollen, Debra.
      Title: Internship, Practicum, and Field Placement Helping Profession
      Publisher: Routledge
      Date of Publication: 2018
      Edition: 8th

      Book #2:
      Author: Garthwait, Cynthia
      Title: The Social Work Practicum
      Publisher: Pearson
      Date of Publication: 2016
      Edition: 

      Book #3:
      Author: Levito, Justin E. and Fall, Kevin A.
      Title: Translating Theory into Practice: A Student Guide to Counseling Practicum and Internship
      Publisher: Waveland Pr Inc
B. Other required materials/supplies.