

**Troy University**  
**College of Education Counseling Programs**  
**Master Syllabus**

**Course Number:** CP 6661

**Course Title:** Internship: Mental Health

**Semester Hours:** 3

**Pre-requisites:** Completion of CP 6650, 6659, 6660 and adviser approval

**Methods of Instruction:**

Internship is professional practice that provides students the opportunity to apply theory and develop counseling skills under supervision. Internship includes individual and small group counseling with clients who represent the ethnic and demographic diversity of the community (CACREP III).

The student must complete the internship at a site that provides a counseling environment conducive to modeling, demonstration, supervision, and training (CACREP 1 H). The counseling environment includes all of the following (CACREP 1 H):

1. Settings for individual counseling, with assured privacy and sufficient space for appropriate equipment.
2. Settings for small-group work, with assured privacy and sufficient space for appropriate equipment.
3. Necessary and appropriate technologies and other observational capabilities that assist learning.
4. Procedures that ensure that the client's confidentiality and legal rights are protected.

Site supervisors provide individual or triadic supervision for one hour (weekly) for up to 6 students (CACREP 1 Q). Program faculty provide group supervision for up to 12 students for one and one half (1 1/2) hour during weekly classes during the term (CACREP 1 R). The program faculty providing supervision have the following qualifications (CACREP III A):

1. A doctoral degree and/or appropriate counseling preparation, preferably from a CACREP-accredited counselor education program.
2. Relevant experience and appropriate credentials/licensure and/or demonstrated competence in counseling.
3. Relevant supervision training and experience.

The student must provide the Site Supervisor with the Site Supervisor Manual. The Site Supervisor must have the following qualifications (CACREP III C):

1. A minimum of a master's degree in counseling or a related profession with equivalent qualifications, including appropriate certifications and/or licenses.
2. A minimum of two years of pertinent professional experience in the program area in which the student is enrolled.
3. Knowledge of the program's expectations, requirements, and evaluation procedures for students.
4. Relevant training in counseling supervision.

Students must complete the supervised internship in the student's designated program area of 300 clock hours. The internship is intended to reflect the comprehensive work experience of a professional counselor appropriate to the designated program area. Each student's internship

includes all of the following (CACREP III G):

1. Completion of a Practicum/Internship Supervision Contract (see Practicum/Internship Packet) prior to beginning the course. This supervision contract defines the roles and responsibilities of the faculty supervisor, site supervisor, and student during practicum and internship (CACREP III E).
2. Documentation that students have professional liability insurance prior to beginning practicum and throughout the practicum/internship experience (CACREP I S).
3. At least 120 clock hours of direct service, including experience leading groups, with actual clients that contributes to the development of counseling skills.
4. Weekly interaction that averages one hour per week of individual and/or triadic supervision throughout the internship by a site supervisor.
5. An average of 1 1/2 hours per week of group supervision that is provided on a regular schedule throughout the practicum/internship by a program faculty member.
6. The opportunity for the student to become familiar with a variety of professional activities and resources in addition to direct service (e.g., record keeping, assessment instruments, supervision, information and referral, in-service and staff meetings).
7. Documentation of all practicum/internship experiences on the activities journals.
8. The development of program-appropriate audio/video recordings for use in supervision or live supervision of the student's interactions with clients.
9. Evaluation of the student's counseling performance throughout the internship, including documentation of a formal evaluation after the student completes the internship by a program faculty member in consultation with the site supervisor. (CACREP 1 P)

**Catalog Course Description:** This course provides an opportunity for the student to perform under supervision a variety of activities that a regularly employed professional counselor in an agency setting would be expected to perform. Experiences are accompanied by regularly scheduled, weekly group supervision. Course equals 300 hours of internship. Students may take up to six semester hours of internship per semester with adviser approval. Each student must complete 120 hours of direct service with clients. Grading system is Pass / Fail.

**Knowledge and Skills Outcomes:** The internship requires students to demonstrate knowledge and skills in the eight common core counseling curricular areas, including: professional orientation and ethical practice; social and cultural diversity; human growth and development; career development; helping relationships; group work; assessment; and research and program evaluation (CACREP II G). In addition, the internship is designed to provide Clinical Mental Health Counseling students with the professional knowledge, skills, and practices necessary to address a wide variety of circumstances within the clinical mental health context (CACREP CMHC). The program requires students to demonstrate skills and practices in the following domains (CACREP II G 5 b & c, CMHC B, D, F, H, I, J, & L):

1. Demonstrates counselor characteristics and behaviors that influence the helping processes (CACREP II 5 b.);
2. Demonstrates the essential interviewing and counseling skills (CACREP II 5 c.)
3. Demonstrates the ability to apply and adhere to ethical and legal standards in clinical mental health counseling.(CMHC B 1)
4. Applies knowledge of public mental health policy, financing, and regulatory processes to improve service delivery opportunities in clinical mental health counseling. (CMHC B 2)

5. Uses the principles and practices of diagnosis, treatment, referral, and prevention of mental and emotional disorders to initiate, maintain, and terminate counseling. (CMHC D 1)
6. Applies multicultural competencies to clinical mental health counseling involving case conceptualization, diagnosis, treatment, referral, and prevention of mental and emotional disorders. (CMHC D 2)
7. Promotes optimal human development, wellness, and mental health through prevention, education, and advocacy activities. (CMHC D 3)
8. Applies effective strategies to promote client understanding of and access to a variety of community resources, including maintaining information on community resources and making appropriate referrals. (CMHC D 4, F 1)
9. Demonstrates appropriate use of culturally responsive individual, couple, family, group, and systems modalities for initiating, maintaining, and terminating counseling. (CMHC D 5)
10. Demonstrates the ability to use procedures for assessing and managing suicide risk. (CMHC D 6)
11. Applies current record-keeping standards related to clinical mental health counseling. (CMHC D 7)
12. Provides appropriate counseling strategies when working with clients with addiction and co-occurring disorders.(CMHC D 8)
13. Demonstrates the ability to recognize his or her own limitations as a clinical mental health counselor and to seek supervision or refer clients when appropriate. (CMHC D9)
14. Advocates for policies, programs, and services that are equitable and responsive to the unique needs of clients.(CMHC F 2)
15. Demonstrates the ability to modify counseling systems, theories, techniques, and interventions to make them culturally appropriate for diverse populations. (CMHC F 3)
16. Selects appropriate comprehensive assessment interventions to assist in diagnosis and treatment planning, including the current edition of the Diagnostic and Statistical Manual, with an awareness of cultural bias in the implementation and interpretation of assessment protocols. (CMHC H 1, L 1)
17. Demonstrates skill in conducting an intake interview, a mental status evaluation, a biopsychosocial history, a mental health history, and a psychological assessment for treatment planning and caseload management. (CMHC H 2)
18. Screens for addiction, aggression, and danger to self and/or others, as well as co-occurring mental disorders. (CMHC H 3)
19. Applies the assessment of a client's stage of dependence, change, or recovery to determine the appropriate treatment modality and placement criteria within the continuum of care. (CMHC H 4)
20. Applies relevant research findings to inform the practice of clinical mental health counseling. (CMHC J 1)
21. Develops measurable outcomes for clinical mental health counseling programs, interventions, and treatments.(CMHC J 2)
22. Analyzes and uses data to increase the effectiveness of clinical mental health counseling interventions and programs.(CMHC J 3)
23. Is able to conceptualize an accurate multi-axial diagnosis of disorders presented by a client and discuss the differential diagnosis with collaborating professionals.(CMHC L 2)

24. Differentiates between diagnosis and developmentally appropriate reactions during crises, disasters, and other trauma-causing events.(CMHC L 3)

Legend: CACREP 2009 CMHC – Clinical Mental Health Counseling Standards

**Required Text(s) and/or Reading(s):**

Baird, B.N. (latest edition). *The internship, practicum, and field placement handbook*. Upper Saddle River, NJ: Pearson Education.

Zuckerman, E.L. (latest edition). *Clinician’s Thesaurus: A guidebook for writing psychological reports*. New York: Guilford Press. (newest edition)

Additional materials

Practicum/Internship Packet

Supervisor Handbook

Graduate Student Handbook

American Counseling Association Code of Ethics,

<http://www.counseling.org/Files/FD.ashx?guid=ab7c1272-71c4-46cf-848c-f98489937dda>

Licensed Mental Health Counselor Intern Application,

[http://www.floridashealth.com/mqa/491/soc\\_applications.html#Applications](http://www.floridashealth.com/mqa/491/soc_applications.html#Applications)

Licensed Mental Health Counselor Laws and Rules,

[http://www.floridashealth.com/mqa/491/info\\_Laws.pdf](http://www.floridashealth.com/mqa/491/info_Laws.pdf)

**Other Materials:**

Requirements may vary by instructor

**To pass the course, students must demonstrate knowledge and ability as specified by course objectives, assignments, assessments and activities.**

**Grading Process:**

Course Component/Assignment	Grade Percentage	Points

P = 70-

100

F = 0-69

## SCHEDULE AND ASSIGNMENTS

Flexible Practicum Schedule		
Date	Topic	Assignments Due
	Overview/Introduction/Orientation to Practicum	Copy of Student Malpractice Insurance Certificate Statement of Confidentiality Addendum Memorandum of Agreement Practicum and Internship Experiences Memorandum of Agreement Site Supervisor Criteria Student Practicum Agreement Contact Persons Providing Supervision/Approval
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes Self Assessment/Supervision Plan
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes Midterm Site Supervisor's Evaluation of Practicum/Internship Student's Performance Midterm Student's Evaluation of Site Supervision Midterm Self Assessment
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes Transcript
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes
	Supervision/Case Presentation	Internship/Practicum Weekly Activities Journal Internship/Practicum Summary Activities Journal Required Audio and/or Video Tapes Final Supervisor's Evaluation of Practicum/Internship Student's Performance Final Student's Evaluation of Site Supervision

		Final Site Evaluation Final Self Assessment
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### Checklist for Practicum and Internship Requirements

The Practicum/Internship grades will be based upon feedback from the Site Supervisor and a completed Practicum and Internship portfolio. **A grade will not be issued until each of the following is submitted and included in the appropriate (either Practicum or Internship) portfolio:**

Date	Form and Order (most recent on top)	Practicum	Internship
	Cover Sheet	X	X
	Practicum Approval Form	X	
	Statement of Confidentiality	X	X
	Practicum/Internship Supervision Contract	X	X
	Contact Persons Providing Supervision	X	X
	Activities Journal Weekly	X	X
	Direct & Indirect Services Notes	X	X
	Final Site Supervisor's Evaluation of Student	X	X
	Midterm Site Supervisor's Evaluation of Student	X	X
	Final Student's Evaluation of Site Supervision	X	X
	Midterm Student's Evaluation of Site Supervision	X	X
	Student Site Evaluation	X	X
	Licensure/Certificate of Supervisor	X	X
	Proof of Insurance	X	X
	Individual Supervision Summaries		X
	Case Studies	X	X

#### **Additional Services:**

ADA: Students with disabilities, or those who suspect they have a disability, must register with the Disability Services Coordinator in order to receive accommodations. Students currently registered with the Disability Services Office are required to present their Disability Services Accommodation Letter to each faculty member at the beginning of each term. If you have any questions, contact the Disability Services Coordinator.

#### **Absence Policy:**

In registering for classes at the university students accept responsibility for attending scheduled class meetings, completing assignments on time, and contributing to class discussion and

exploration of ideas.

In severe cases of inclement weather or other emergency conditions, the Office of Executive Vice Chancellor and Provost will announce cancellation of classes through the local and regional media as well as through the University's web site.

**Academic Misconduct:**

Students should refer to the Standards of Conduct section of the Oracle, the student handbook, for policies regarding misconduct.

**Plagiarism**

The College of Educations defines plagiarism as:

- Three consecutive words that are not common professional language used from another source without quotation
  
- Rephrasing another author's words without appropriate citation
  
- Using another author's ideas or data without appropriate citation
  
- Submitting another author's or student's writing as one's own
  
- Directly quoting a source without using appropriate APA or MLA style (whichever is required by the instructor) citation to show that it is a direct quote.
  
- Intentionally taking information from a source and not giving appropriate credit

Students who commit plagiarism will be subject to disciplinary actions as outlined in *The Oracle* for Academic Misconduct and violation of the Honor Code. The Standards of Conduct and Disciplinary Procedures define university procedures in these matters. Students have the right to request consideration by the Student Services Conduct Board.

**Consequences for plagiarism in this course are as follows:** No points for the assignment containing plagiarism. Intentional plagiarism will result in a failing grade for the course.