

Psychology 85 Course Syllabus, 2014

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Office hours: Mon 3 - 5 PM & Wed 2:30 – 3:30 PM

Please keep in mind that this syllabus is an approximation of the way the course will proceed & is subject to change.

Course Objective: This course will introduce students to the field of drug and alcohol counseling as experiential learning. This will be your “hands on” learning experience at a field site with a class to guide you on your journey as an intern. This class will provide you with the opportunity to strengthen your interpersonal counseling effectiveness, share your fieldwork experiences, and provide support.

Required Text: The West LA College Fieldwork Handbook
“Intervention, Treatment, and Recovery,” Lori Phelps

Classroom Requirements: Regular attendance is mandated of all students. If you miss more than ONE fieldwork class meeting or are tardy to the class more than two times (arrive after 5:20), the instructor may drop you from the class. Each tardy is counted as half of an absence. College policy states that “Instructors may drop a student from a class whenever a student is absent more hours than the number of hours the class meets per week.”

Attendance is imperative to the learning process. Also, attention to the discussion/lecture is expected at all times; this means no talking, sleeping, or doing other work. If you are not paying attention during class, I may count you as absent.

Students must adhere to a professional atmosphere in the classroom by wearing appropriate clothing; only clothes that would be worn during counseling will be worn in this class. The instructor may ask a student to leave if this policy is not followed.

Academic Integrity

Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others’ academic endeavors. When there is evidence of cheating or plagiarism in classroom work, the instructor will assign a failing grade, “F,” or zero points to the examination or assignment in which the alleged cheating or plagiarism occurred. The instructor will provide the student with supporting documentation of the plagiarism or cheating charge. Instructors have the authority to use plagiarism detecting instruments such as “Turn It In” to detect academic dishonesty.

Forms of Behavior which Violate Academic Integrity

- **Cheating.** Using any materials or devices or strategies which provide undue advantage on any exam, assignment, activity or other method of assessment for a course. This includes, but is not limited to, looking at another student's exam, using phones or other communication systems to text message during exams, taking pictures or images of exams, talking with others during exams, using Internet to find information, or any other system of inappropriate "help." Exams are to be measures of what YOU, as an individual, have learned.
- **Collaboration.** Working together on projects, papers, exams or other forms of assessment which are to be completed individually.
- **Plagiarism.** Taking anyone else's work as one's own. Presenting another's words, ideas, forms of expression, materials, or labor without proper citation, referencing, and declaration that this material originated outside the student's own work.

Cell Phones

If you bring your cell-phone to class, be sure to have it in SILENT mode so that it will not disturb others. Do not have your phone out during class or text or take/make calls. If you have to answer an emergency phone call, please step out of the classroom. If you do not heed this rule, I will take your phone and keep it at my desk during class time.

Special Instructional Accommodation

To receive accommodations for a special need or disability, students must register with the Office of Disabled Student Program and Services, HLRC: 310.287.4450.

Standard of Student Conduct

Faculty members are charged with responsibility for building and maintaining a classroom atmosphere conducive to learning. Disruptive, disrespectful, or obstructive behavior will be dealt with in terms specific to this syllabus and in accordance with the LACCD Standard of Student Conduct. Select forms of disciplinary action appropriate to the misconduct may be taken by an instructor when there is evidence that the student's behavior interferes with classroom instruction.

The following types of disciplinary action may be taken by an instructor:

- 1) **Warning**- A verbal or written notice, given to the student by an instructor. Continuation or repetition of the specified conduct may be cause for further disciplinary action.
- 2) **Removal by Instructor** - An instructor may remove (suspend) a student from his or her class for the day of the incident and the next class meeting. During this period of removal, the student shall not return to the class from which he or she was removed without the permission of the instructor of the class.

Course Requirements: You must *complete* all of the required 125 fieldwork hours in order to get credit for the semester. In order to accrue all of the hours in a timely manner, you are expected to have started working at your fieldwork placement by the fourth week of classes (by Mar 10). The instructor will drop you from the course if you do not comply with this deadline.

You are only allowed to intern a maximum of 12 hours per week.

If your internship in Psych 84 was at an outpatient clinic, then you must intern at an in-patient clinic in Psych 85, and vice-versa.

You are required to keep a journal of your daily activities at the field site as well as a time sheet of your daily hours. You will record the day, hours, activities performed, and learning experiences for each day on separate sheets of paper. You are required to submit the journal weekly.

There are two required reports due during the semester; the first is a facility report and the second is a client report. Details of these reports will be given at a future date.

At the end of the semester, or when you are finished with your intern hours, you will have your supervisor submit the two page "Final Fieldwork Report" form in a sealed envelope with his/her name signed across the back. You are not to see the form once they have filled it out.

You are also required to register with CAADE (California Association of Alcohol and Drug Educators) and provide a copy of your registration number in order to get credit for the class. Register online at www.caade.org.

Grading: Supervisor's final report:	40%
Field site report:	15%
Client report:	15%
Weekly Journal:	10%
Final exam:	20%

To receive credit for the course, each student must comply with all requirements listed above.

Calendar:

Week 1 – Feb 10:	Guidelines for the class - read Chapter 1
Week 2 – Feb 17:	Holiday!
Week 3 – Feb 24:	Ethics and counseling skills - Chapter 5
Week 4 – Mar 3:	Your unresolved issues - read Chapter 2
Week 5 – Mar 10:	Multicultural counseling - read Chapter 13
Week 6 – Mar 17:	Documentation - read Chapter 14
Week 7 – Mar 24:	<u>Fieldwork site paper due</u> Individual counseling - read Chapter 10
Week 8 – Mar 31:	Holiday!
April 7-13:	SPRING BREAK
Week 9 – April 14:	Getting to know your clients - read Chapter 4
Week 10 – April 21:	The dynamics of group dynamics - read Ch 11
Week 11 – April 28:	The environment in the recovery process
Week 13 – May 5:	Dual diagnosis clients - Chapter 15
Week 13 – May 12:	Burn-out and stress
Week 14 – May 19:	The 12 Steps
Week 15 – May 26:	Holiday!
Week 16 – June 2:	<u>Client report paper due</u> / Final exam review

Final Exam, Monday, June 9, at 5:10 PM

Student Learning Outcomes:

Effectively counsel addicted persons utilizing TAP 21 competencies