



AMBROSE
UNIVERSITY COLLEGE

FACULTY OF
ARTS & SCIENCE

BHS 420 Practicum (3-1) Winter 2013

Instructor: Dr. Lynn Davis, Ph.D, R.Psych.

Class Time: Monday 2:30 – 3:45

Office Hours: By appointment

Office: 2107

Class Location: A2131

Phone: 410-2000 Ext. 6913

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Course Description:

A continuation of the supervised practical experience placement in a community, faith-based, or social agency related to the student's interest and/or future plans. Seminars will focus on the relationship between ethical issues and practical issues and models of ethical decision-making as related to the behavioural sciences.

Course Objectives:

Upon completion of the course, the student should be able to demonstrate:

- Skills in identifying and clarifying the specific ethical concerns that emerge as a result of the unique nature of the helping relationship;
- The ability to mobilize his or her values, beliefs, needs, and goals in order to further the healthy development of individuals, groups, or programs;
- A deeper understanding of the professional skills, competencies, and challenges unique to the process of becoming an ethical practitioner;
- The ability to apply the ethical and legal principles to a variety of settings and human experiences; and
- Assimilation of the professional and ethical principles into his or her own value structure, thus becoming an ethical behavioural science practitioner.

Textbooks

G. Corey, Corey, M.S., Callahan, P (2011). Eighth Edition. *Issues and Ethics in the Helping Professions*. Belmont, CA: Brooks/Cole.

Supplementary Reference Text

Truscott, D., & Crook, K. H. (2004). *Ethics for the practice of psychology in Canada*. Edmonton, AB: University of Alberta Press.

Course Requirements and Grading

1. **Journal/Text assignments:** Your journal should contain a record of your volunteering activities. There will be three separate labeled sections. The journal and completed exercises are worth **40%** of your final grade and are due on **April 4, 2011**
 - a. **Section 1:** To allow for you to assess your competency as a practitioner, discuss the stress and self-care activities that you implemented during the previous week under the following question headings: What activities did you implement? What was the impact of the chosen self-care activities on your well being? What went well? What needs to be adjusted/added to the chosen activities? If adjustments were made in the previous week to a self care activity then what were the results of the adjustments? Each entry to be no longer than one page.
 - b. **Section 2:** Document your reactions (**emotional and cognitive**) to selected practicum experiences that relate to the Issues and Ethics encountered in a helping profession in a manner that is critically reflective and exploratory in nature. Each entry to be no longer than two pages.
 - c. **Section 3:** Written responses to the assigned exercises from the text and class. In total, there will be weekly exercise assignments that are **due on the day that each chapter will be discussed** so that you will be able to contribute in class discussions in a meaningful way. Specifics of each assignment will be provided, but will normally involve responding to questions that require self-reflection, skill review, and/or application to your current practicum placement.

2. **Supervisor Evaluation:** Site supervisors will be asked to complete a comprehensive evaluation of your practicum performance, to be reviewed by Professor. Areas to be evaluated include basic work effectiveness (e.g., time use, reliability), ethical awareness and conduct (e.g., sensitivity, consultation), knowledge and learning (e.g., of clients, role and purpose of professional setting), response to supervision (e.g., seeking and receiving feedback), interactions with clients and co-workers (e.g., rapport-building, communication), and productivity (e.g., record keeping, report writing). Supervisor evaluations will be handed out three weeks prior to the end of term and are due on **April 4, 2011**. The supervisor evaluation will be worth **20%** of the final grade.

3. **Reflection Paper:** You will also be required to completed a brief (4-5 pages) reflection paper as it pertains to your practicum experience. The focus of the paper should be to articulate any ethical, legal, and/or professional issues that were notable during your practicum. Chapters 4 through 9 will be useful in organizing your reflections for this assignment and your journal will provide the detailed information from your practicum experience. This reflection paper is due **April 4, 2011**, and is worth **20%** of your final grade.

4. **Participation:** You will be required to be an informed and active participant for all class discussions. Attendance and daily participation will be marked. Your participation is worth **20%** of your final grade.

All requirements must be completed to receive a passing grade in this course.

Grading: The available letters for course grades are as follows:

Percentage:	Letter Grade:	Grade Point Weight:
96-100	A+	4.0
91-95	A	4.0
86-90	A-	3.7
82-85	B+	3.3
75-81	B	3.0
72-74	B-	2.7
68-71	C+	2.3
63-67	C	2.0
60-62	C-	1.7
56-59	D+	1.3
50-55	D	1.0
0-49	F	

Course Schedule

January 14	Introduction
January 21	Ch. 1 Professional Ethics
January 28	Ch. 2 The Counselor as Person and Professional
February 4	Ch. 3 Values and The Helping Profession
February 11	Ch. 4 Multicultural Perspectives and Diversity
February 18	No Class (Family Day)
February 25	Ch. 5 Client Rights/ Counselor Responsibilities
March 4	Ch. 6 Confidentiality (Ethical/Legal)
March 11	Ch. 7 Managing Boundaries and Multiple Relationships

March 18	Ch. 8 Professional Competence and Training
March 25	Ch. 10 Issues in Theory and Practice
April 1	Ch. 12 & 13 Issues in Group Work/Community Work
April 3	Completion of hours/supervisor evaluations

Important Notes

Learning and Classroom Etiquette

In the Behavioural Science Department we believe that learning is an active and interactive process, a joint venture between student and teacher and between student and student (i.e., learning is not just “downloading” information from teacher to student). Therefore, it is expected that professors will come to each class well read and prepared to engage students on the topic at hand, giving students the utmost attention and respect. In turn, it is expected that students will take an active role in the learning process. This includes: (a) regular class attendance, (b) reading course material in advance of class, (c) showing up to class on time, and (d) attentively and proactively being “present” at class (i.e., not on the internet, not texting, not conversing with the person beside you). Committing to this type of "active learning" significantly increases the learning experience for both teacher and student, and reflects the Christian ethos of excellence and respect that lies at the heart of the Ambrose educational experience.

It is the responsibility of all students to become familiar with and adhere to academic policies of as are stated in the Student Handbook and Academic Calendar.

Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Students are advised to retain this syllabus for their records.

Other Important Notes/Dates:

Include here such information as is relevant to the course but not listed above.

The last day to enter a course without permission and /or voluntary withdrawal from a course without financial penalty – Sunday January 22, 2010 (Fall semester) or Friday, January 21, 2011 (winter semester)

The last day to voluntarily withdraw from a course or change to audit without academic penalty –Sunday, January 22, 2010 (Fall semester) or Friday, March 18, 2011 (Winter semester)

Last day to withdraw without academic penalty is March 23, 2012

Please note that final grades will be available on your student portal. Printed grade sheets are no longer mailed out.

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Student Handbook and Academic Calendar. Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period unless they have received permission for a "Course Extension" from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the appropriate deadline (as listed in the Academic Calendar <http://www.ambrose.edu/publications/academiccalendar>). Course extensions are only granted for serious issues that arise "due to circumstances beyond the student's control."

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university college. Students are expected to be familiar with the policies in the current Academic Calendar and the Student Handbook that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean.

Students are advised to retain this syllabus for their records.

Course changes, including adding or dropping a course, may be made during the Registration Revision period, as outlined in the Calendar of Events. All course changes must be recorded on a Registration form, available from the Office of the Registrar. Due to circumstances such as class size, prerequisites or academic policy, the submission of a Registration form does not guarantee that a course will be added or removed from a student's registration. Students may change the designation of any class from credit to audit up to the date specified in the Calendar of Events, although students are not entitled to a tuition adjustment or refund after the Registration Revision period.

Withdrawal from courses after the Registration Revision period will not be eligible for tuition refund. Students intending to withdraw from some or all of their courses must submit a completed Registration form to the Registrar's office. The dates by which students may voluntarily withdraw from a course without penalty are listed in the Calendar of Events. A grade of 'W' will be recorded on the student's transcript for any withdrawals from courses made after the end of the Registration Revision period and before the Withdrawal Deadline (also listed in the Calendar of Events). 'W' grades are not included in grade point average calculations. A limit on the number of courses from which Academic a student is permitted to withdraw may be imposed. Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Office of the Registrar in writing within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal to review final grades. If the appeal is sustained, the fee will be refunded.

Academic dishonesty is taken seriously at Ambrose University College as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to give credit to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from Ambrose. Students are expected to be familiar with the policy statements in the current academic calendar and the student handbook that deal with plagiarism, cheating, and the penalties

and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.
