Course Syllabus

GCTS Group Supervisors: Dr. Cooper, Dr. Breen Boyce, Dr. Maclin, Professor Cook and Linda Hanby

Course Dates: January 19, 2016-May 7, 2016

Course Times: Per Assigned Supervision Group: Room: TBA

GCTS Group Supervisor Contact Information: Each Group Supervisor will provide during first Group Supervision meeting

Course Description:
The clinical internship is designed to provide the student with a continuation of an introduction to the practice of counseling in a variety of settings in the local area. Individual and group supervision will be an integral part of this learning experience. Prerequisite: CO 867

Gordon Conwell Theological Seminary Mission:

Article 3: To train and encourage students, in cooperation with the Church, to become skilled in ministry. The Church and the seminary share the goal of seeing knowledge, skills and experience integrated in the person who ministers. Through the courses and the practica/internships, a combination of careful training and supervised experience in counseling ministries are pedagogical practices essential to achieving that goal.

Article 5: To provide leadership and educational resources for shaping an effective evangelical presence in Church and society. Gordon-Conwell's academic and institutional resources are to be put into the service of the Christian community to provide careful research on and informed understanding of critical issues, as well as in exercising leadership in learned societies, in movements of renewal and reform and in a variety of off-campus ministries in order to develop a more informed understanding of what the lordship of Christ means in our contemporary world.

Gordon Conwell Theological Seminary-Charlotte Counseling Department Mission Statement:
The aim of the Master of Arts in Christian Counseling Program at Gordon-Conwell Theological Seminary-Charlotte is to advance Christ’s kingdom in various clinical, educational, and ministry settings by equipping counselors to think theologically, live biblically, and engage globally.
Students who think theologically will develop a professional counselor identity that is grounded in orthodox Christian theology and sound clinical practice. Students who live biblically will demonstrate congruence between their faith and their actions in their personal and professional lives by maintaining a commitment to the process of ongoing spiritual formation. Students who engage globally will fulfill their call to serve others by being sensitive and responsive to the needs of diverse cultural, ethnic, and socioeconomic populations.

**Relation to the Curriculum**
This course satisfies one of the two clinical internship requirements for students who are in the MACC program and also the 2009 CACREP & CMHC Standards.

**Course Objectives Knowledge and Skills Outcomes**

II. G. 1. e – Provides an understanding of counseling supervision models, practices, and processes;
CMHC. D. 2 – Applies multicultural competencies to clinical mental health counseling involving case conceptualization, diagnosis, treatment, referral, and prevention of mental and emotional disorders.
CMHC. D. 4 – Applies effective strategies to promote client understanding of and access to a variety of community resources.
CMHC. D. 5 – Demonstrates appropriate use of culturally responsive individual, couple, family, group, and systems modalities for initiating, maintaining, and terminating counseling.
CMHC. D. 7 – Applies current record-keeping standards related to clinical mental health counseling.
CMHC. F. 1 – Maintains information regarding community resources to make appropriate referrals.
CMHC. H. 3 – Screens for addiction, aggression, and danger to self and/or others, as well as co-occurring mental disorders.
CMHC. L. 2 – Is able to conceptualize an accurate multi-axial diagnosis of disorders presented by a client and discuss the differential diagnosis with collaborating professionals.

**Class Structure**
This course consists of clinical practice, self-directed education relating to clinical practice, application of counseling principles, theories, and models to clinical practice, supervision of clinical practice, and an introduction to models, practices, and processes of clinical supervision.

**Method of Instruction**
Instruction will be offered through supervision, completion of assignments, and feedback on video presentations, peer-feedback, and one-on-one instructor dialogue.

**Required Texts and/or Readings**
Articles – see course requirement #8 below.
Course Requirements and Assignments

1. Clinical practice:
Students will complete a minimum of 120 hours of direct client contact and a minimum of 180 hours of indirect clinical practice for a minimum total of 300 hours of clinical practice. Clinical hours can begin no sooner than January 19, 2016, and can end no later than May 7, 2016, and will be kept in the Practicum/Internship Hours Log (Form 10.0) [CACREP. II. G. 1. e; CMHC. D. 2; CMHC. D. 5; CMHC. D. 7; CMHC. H. 3].

2. Faculty supervision:
Students will attend 8 supervision sessions throughout the course of the semester in small groups with an assigned supervisor. Each supervision meeting will last approximately 3 hours and will occur every two weeks, beginning on January 21 or 22, 2016 [CACREP. II. G. 1. e; CMHC. D. 2; CMHC. D. 5; CMHC. D. 7; CMHC. H. 3].

3. Site supervision:
Students will complete a minimum of one hour per week of individual or triadic on-site supervision with an approved licensed professional for the duration of the clinical placement. GCTS Supervision Contract (form 4.0) along with the Student/Supervisor Personal Contract (clinical supervisor should supply this) should be submitted to Sakai no later than due date (see schedule below).

4. Learning Covenant:
Students will complete Assignment 1, the Learning Covenant, and the Learning Covenant Coversheet (form 5.0) prior to beginning their Internship and submit to Sakai no later than due date (see schedule below).

5. Midterm:
Students will submit three documents at the approximate midterm mark: a) Midterm Site/Supervisor Evaluation (form 6.0) completed by the student to provide feedback about the supervision site and clinical supervisor, b) the Intern Evaluation (form 7.0) with written summary completed by the Clinical Supervisor and reviewed with the student prior to submission, and c) Assignment 2, the Midterm Paper. All documents to be submitted to Sakai no later than the due date (see schedule below). [CMHC. D. 2; CMHC. D. 5; CMHC. D. 7; CMHC. H. 3]

6. Final:
Students will submit four documents on completing the internship: a) Final Intern Evaluation (form 8.0) with written summary completed by the Clinical Supervisor and reviewed with the student prior to submission, b) Student Evaluation (form 9.0) completed by GCTS Group Supervisor, c) Evaluation of GCTS Group Supervisor (form 11.0) to be completed by student to provide feedback about GCTS Group Supervision and Supervisor, and d) Assignment 3, the Final Paper. All documents to be submitted to Sakai no later than the due date (see schedule below). [CMHC. D. 2; CMHC. D. 5; CMHC. D. 7; CMHC. H. 3]
7. Practicum/Internship Hours Logs:
Student will keep track of hours accrued by completing the Hours Log (form 10.0). Each month the student will have the Clinical Supervisor sign the log and then submit the signed log to Sakai each month for the duration of the internship (see schedule below).

8. Video Presentations:
Students will present two video recordings of their clinical work along with the case conceptualization document (form 12.0). Case conceptualization will be submitted to Sakai no later than the due date (see schedule below). A copy of the case conceptualization will be distributed by the presenter to each group member. [CMHC. D. 2; CMHC. D. 5; CMHC. D. 7; CMHC. H. 3].

9. Article presentations:
Each week, one student will select a peer-reviewed article on the topic of counseling consultation to present to the supervision group. The article will be submitted to Sakai and emailed to the group at least 1 week in advance of the group meeting. Each student will read the article and come to the group prepared to discuss its contents. The submitting student will be prepared to lead the group discussion. [CACREP. II. G. 1. e].

10. Attendance:
Attendance at all eight supervision sessions is mandatory. (Exception considered only in extreme cases). GCTS Group Supervisor must be notified in a timely manner and approve absence.

Forms: The following forms will be submitted on Sakai

<table>
<thead>
<tr>
<th>Form #</th>
<th>Title</th>
<th>Submission Date</th>
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</thead>
<tbody>
<tr>
<td>2.0</td>
<td>Practicum/Internship Information</td>
<td>Semester Registration Period</td>
</tr>
<tr>
<td>4.0</td>
<td>GCTS Supervision Contract * Include Personal Supervisor/Student Contract</td>
<td>First Group Meeting (Jan 21-22)</td>
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<tr>
<td>5.0</td>
<td>Learning Covenant Coversheet</td>
<td>First Group Meeting (Jan 21-22)</td>
</tr>
<tr>
<td>Assignment 1</td>
<td>Learning Covenant</td>
<td>First Group Meeting (Jan 21-22)</td>
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<tr>
<td>Article</td>
<td>Journal Article on Clinical Supervision</td>
<td>Submit to group one week prior before presenting article</td>
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<tr>
<td>Assignment 2</td>
<td>Midterm</td>
<td>March 17-18</td>
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<tr>
<td>6.0</td>
<td>Midterm Site/Supervisor Evaluation by Student</td>
<td>March 17-18</td>
</tr>
<tr>
<td>7.0</td>
<td>Midterm Intern Evaluation by Clinical Supervisor</td>
<td>March 17-18</td>
</tr>
<tr>
<td>Assignment 3</td>
<td>Final</td>
<td>May 7</td>
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<tr>
<td>8.0</td>
<td>Final Intern Evaluation by Clinical Supervisor</td>
<td>May 7</td>
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<tr>
<td>Section</td>
<td>Description</td>
<td>Due Date</td>
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<tr>
<td>9.0</td>
<td>GCTS Group Supervisor Evaluation of Student</td>
<td>May 7</td>
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<tr>
<td>10.0</td>
<td>Practicum/Internship Hours Logs (Signed)</td>
<td>End of each month: 1/31, 2/29, 3/31, 4/30, 5/7</td>
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<tr>
<td>11.0</td>
<td>Evaluation of Group Supervisor by Student</td>
<td>May 7</td>
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<tr>
<td>12.0</td>
<td>Video Case Presentation/Case Conceptualization</td>
<td>Two days prior to scheduled presentation</td>
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**Grading:**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Description</th>
<th>Points</th>
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<tbody>
<tr>
<td>Assignment 1</td>
<td>Learning Covenant</td>
<td>10</td>
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<tr>
<td>Assignment 2</td>
<td>Midterm</td>
<td>10</td>
</tr>
<tr>
<td>Assignment 3</td>
<td>Final</td>
<td>10</td>
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<tr>
<td>Case Presentation</td>
<td>2 @ 15 points each</td>
<td>30</td>
</tr>
<tr>
<td>Article</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Midterm Intern Evaluation</td>
<td>By Clinical Supervisor</td>
<td>10</td>
</tr>
<tr>
<td>Final Intern Evaluation</td>
<td>By Clinical Supervisor</td>
<td>10</td>
</tr>
<tr>
<td>Evaluation of Student</td>
<td>By Group Supervisor</td>
<td>10</td>
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<tr>
<td><strong>Total</strong>*</td>
<td></td>
<td><strong>100</strong></td>
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*The following must be submitted on the due date in order to receive final grade. Signed Hours Log must be submitted each month. MT Site /Supervisor Evaluation and Evaluation of Group Supervisor

**Grading Rubric:**

Final letter grades will be assigned based on the following distribution:

- **A+**: 98-100
- **A**: 94-97
- **A-**: 90-93
- **B+**: 87-89
- **B**: 84-86
- **B-**: 80-83
- **C+**: 77-79
- **C**: 74-76
- **C-**: 70-73
- **D+**: 67-69
- **D**: 64-66
- **D-**: 60-63

**Academic Standards/Policy:**

Cheating and plagiarism are considered serious breaches of personal and academic integrity. Cheating involves, but is not necessarily limited to, the use of unauthorized sources of information during an examination or the submission of the same (or substantially same) work for credit in two or more courses without the knowledge and consent of the instructors. Plagiarism involves the use of another person’s distinctive ideas or words, whether published or unpublished, and representing them as one’s own instead of giving proper credit to the source.
Plagiarism can also involve over dependence on other source material for the scope and substance of one’s writing. Such breaches in academic standards often result in a failing grade as well as other corrective measures. For more information, please consult the Student Handbook.

**ADA Policy**

The seminary complies with the provisions of the Americans with Disabilities Act. A student with a qualifying and authenticated disability who is in need of accommodations should petition the seminary in accordance with the stated guidelines in the Student Handbook.

**Cancellation of Class**

In the event the seminary has to cancel a class meeting (impending storm, professor illness, etc.), the Registration Office will send out an email (via the GCTS email account) notification to all students registered in the respective course. If the cancelation occurs the day of the scheduled meeting, the Registration Office will also attempt to contact students via their primary phone contact on record. The professor will contact the students (via GCTS account) regarding make-up. If a weekend class is cancelled, the class will be made up during the scheduled Make-Up weekend (see the academic calendar for the designated dates). For more info, consult your Student Handbook.

**Extension Policy**

Arrangements for submission of late work at a date on or before the “last day to submit written work”, as noted on the seminary’s Academic Calendar, are made between the student and professor. Formal petition to the Registration Office is not required at this time. This includes arrangements for the rescheduling of final exams. However, course work (reading and written) to be submitted after the publicized calendar due date, must be approved by the Registration Office. An extension form, available online, must be submitted to the Registration Office prior to the “last day to submit written work.” Requests received after this date will either be denied or incur additional penalty. For a full discussion of this policy, please consult the Student Handbook.

**Grades**

Grades are posted on line within twenty-four hours of receipt from the professor. Students are expected to check their CAMS student portal in order to access posted grades. Those individuals who need an official grade report issued to a third party should put their request in writing to the Registration Office. Faculty have six weeks from the course work due date to submit a final grade.

**Returned Work**
Work submitted through Sakai will be returned via Sakai since no hard copies will be turned in. Enclose a self-addressed, stamped envelope with any hard copy work submitted if you wish to have it returned.