

Psychology 84, Fieldwork I Course Syllabus, Fall 2013

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Office hours: Mon 3:00-5:00 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,” Phelps

Student Learning Outcomes:

Effectively counsel addicted persons utilizing TAP 21 competencies

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 to work 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 text or take/make calls during class. If you have to answer an emergency phone call, please step out of the classroom. Do not have your phone visible during class time.

Special Instructional Accommodation

Students with disabilities who need any assistance or accommodations should contact the instructor. Students should also contact the Disabled Student Programs and Services (DSPS) center located in SSB 320 or call 310.287.4420.

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.

Students may refer to the College Catalog or the online student orientation at www.wlac.edu; click "Counseling, Assessment and Orientation," then scroll down to "Orientation" for complete details regarding the aforementioned policies.

Course Requirements:

You must complete all 125 fieldwork hours in order to get credit for the semester. In order to accrue all the hours in a timely manner, you are expected to have started working at your fieldwork placement by the end of the fourth week of classes (by Sept 28). 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 is at an outpatient clinic, then you should 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. You are required to submit the journal and the time sheet weekly. There will also be 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 – Aug 26:	Guidelines for the class - read Chapter 1
Week 2 – Sep 2:	Holiday!
Week 3 – Sep 9:	Ethics : NAADAC handout - read Chapter 13
Week 4 – Sep 16:	Your unresolved issues - read Chapter 2 and Chapter 4
Week 5 – Sep 23:	Multicultural counseling - read Chapter 7
Week 6 – Sep 30:	Dual diagnosis clients - read chapter 8
Week 7 – Oct 7:	Documentation- read Chapter 9
Week 8 – Oct 14:	<u>Fieldwork site paper due</u> One-on-one counseling - read Chapter 6
Week 9 – Oct 21:	The dynamics of group dynamics - read handout
Week 10 – Oct 28:	The environment in the recovery process - read Chapter 10
Week 11 – Nov 4:	Burn-out and stress - read Chapter 11
Week 13 – Nov 11:	Holiday!
Week 13 – Nov 18:	The 12 Steps - read handout
Week 14 – Nov 25:	Wrapping up - read Chapter 12
Week 15 – Dec 2:	<u>Client report paper due</u> - read Chapter 14
Week 16 – Dec 9:	<u>Final Exam</u> , Monday, Dec 9, at 5:10 PM

Last Day to Drop without a "W" – Sept 6

Last Day to Drop with a "W" – Nov 5