

George Mason University
College of Education and Human Development
Counseling Program

EDCD 755.DL2 – Practicum in Counseling
3 Credits, Spring 2021
Wednesdays 4:30 – 7:10 PM – Synchronous Online

Faculty

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Prerequisites/Corequisites

Completion of CNDV program course work except for EDCD 610 or electives (total credits cannot exceed 3 credits); overall GPA of 3.00; no grade lower than B in skills courses EDCD 630, 606/609 and 608; no more than two grades of C in any other graduate course work required by CNDV program; permission of advisor.

University Catalog Course Description

Provides supervised practice in a counseling setting similar to the setting in which the student may work with an emphasis on the counseling process.

Course Overview

This course provides supervised practice for a minimum of 200 hours (for school counseling students) and 300 hours (for community agency students) in a counseling setting similar to the setting in which the student may work. This is a weekly graduate class with an emphasis on the counseling process.

The practicum course is an arranged, supervised experience in counseling. The course aims to provide skills in working towards social justice, developing advanced multicultural counseling intervention skills, developing skills in leadership and advocacy in order to effectively design and implement community prevention programs, and developing ways to improve theoretical conceptualizations of applied interventions. Thus the focus of the course will be on providing professional counseling within the parameters of the George Mason University Counseling and Development Program mission, e.g., multiculturalism, advocacy, leadership, and social justice.

During the semester, students will present, discuss, and conceptualize their counseling work, explore culturally specific interventions, explore applications of social justice to their counseling work, examine countertransference as it relates to the counseling process, and plan and develop required activities which include an evaluation of their practicum site. Students will be required to see at least two (2) clients for a minimum of four (4) sessions each during the semester. Clients should consist of individual, family, and group cases. Class seminars will consist of role plays, case processing, discussion of professional issues, personal reactions to clients, and program evaluation and development.

Because of the serious nature of this work, it is essential that students discuss their reactions and feelings. Such discussions, however, cannot take place outside the context of a supervised class or appropriate site

circumstance. You may not discuss cases in other classes, with friends or relatives, or in social situations since it is essential to maintain confidentiality. Violations of this principle in any form will be treated as a serious ethical/legal infraction. It is also imperative that you discuss cases with your on-site supervisor. If you have questions or concerns that need immediate attention, please call or email the instructor.

Course Materials

All practicum materials are located on Blackboard under the Counseling and Development Organization page. Click the Community Agency P&I link located on the left-hand side. You should print out copies of the Information for CA On-Site Supervisor, Supervision Agreement, Mid-Term Evaluation and Final Evaluation forms for your site supervisor, and any other relevant materials.

Course Delivery Method

This course will be delivered online (76% or more) using synchronous format via Blackboard Learning Management system (LMS) housed in the MyMason portal. You will log in to the Blackboard (Bb) course site using your Mason email name (everything before @masonlive.gmu.edu) and email password. The course site will be available on Wednesdays at 4:30pm.

Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.

Technical Requirements

To participate in this course, students will need to satisfy the following technical requirements:

- High-speed Internet access with standard up-to-date browsers. To get a list of Blackboard's supported browsers see:

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported-browsers

To get a list of supported operation systems on different devices see:

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices-and-operating-systems

- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- Students will need a headset microphone for use with the Blackboard Collaborate web conferencing tool.
- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
- The following software plug-ins for PCs and Macs, respectively, are available for free download:
 - Adobe Acrobat Reader: <https://get.adobe.com/reader/>
 - Windows Media Player: <https://support.microsoft.com/en-us/help/14209/get-windows-media-player>
 - Apple Quick Time Player: www.apple.com/quicktime/download/

Expectations

Course Week:

- Our course week will begin on the day that our synchronous meetings take place as indicated on the Schedule of Classes.
- Log-in Frequency:
Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least 3 times per week. In addition, students must log-in for all scheduled online synchronous meetings.

Participation:

Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.

- Technical Competence:
Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.
- Technical Issues:
Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
- Workload:
Please be aware that this course is **not** self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.
- Instructor Support:
Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.
- Netiquette:
The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.
- Accommodations:
Online learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

Learner Outcomes or Objectives

This course is designed to enable students to do the following:

- Gain opportunity for practicing competencies developed throughout the graduate training program;
- Receive an orientation to organizational structure, protocol, relationships, and working conditions in community agency counseling settings;
- Explore counseling strategies for individuals, groups, and families within a culturally diverse framework;

- Effectively understand the nature of the changing role of the professional counselor that includes advocacy, leadership, multiculturalism, and social justice.
- Formulate and identify a professional role.
- Uphold high standards of professional ethics; gain experience involving ethical decision-making and practice related to counseling.

Professional Standards (CACREP)

Upon completion of this course, students will have met the following professional standards:

EDCD 755 is a culminating course for master's degree students in the Counseling and Development Program. The experience is designed to enhance counseling skills and to provide students with site-based community agency counseling experiences. EDCCD 755 fulfills the requirements of the following professional organizations:

- Commonwealth of Virginia Board of Counseling requirement for Supervised internship of 600 hours to include 240 hours of face-to-face direct client contact.
- Council for the Accreditation of Counseling and Related Educational Programs (CACREP) 2009 Standards that require counselor education programs include the study of helping relationships in a multicultural society;
- And CACREP-Section II. Professional Identity and CACREP-Section III. Professional Practice.
- American Counseling Association Code of Ethics requirement that counselors establish counselor education and training programs that integrate academic study and supervised practice.

Required Texts

American Psychological Association. (2010). Publication manual of the American Psychological Association (6th ed.). Washington, DC: Author.

Readings as assigned.

Course Performance Evaluation

Students are expected to submit all assignments on time in the manner outlined by the instructor (e.g., Blackboard, VIA, hard copy).

- **Assignments and/or Examinations**

Each student will:

1. Attend each class and complete all assignments and readings. Per C&D Program Attendance Policy, more than one unexcused absence will result in course failure. **Attendance at the first class is mandatory.**
2. Participate and contribute to class discussions and activities.

All written assignments must be typed and must follow APA format unless indicated by instructor. Grading on written work will take into account the following factors: quality of written work and adherence to requirements of assignment. As a graduate student, it is expected that all of your work will be turned in on the assigned dates. A late assignment will be subject to a grade penalty.

- **Other Requirements**

1. **A minimum of 300 (agency) hours in the field placement.** If you entered the C&D program after summer 2007 and/or are planning to pursue licensure as an LPC in the state of VA, you will need to complete 300 site hours per semester, 120 hours of these hours should be direct (face-to-face) client hours. Given that this is your first semester at your site, the program will allow a minimum of 85 direct hours,

however, you will need to accumulate additional hours in your internship to reach the 240 direct client hour requirement. Hours spent in class or at home preparing GMU assignments may not be counted toward the hour requirement. *Achieving the hours required to pass this class is the sole responsibility of the student.*

Supervision Agreement signed by you and your on-site supervisor is due by **Wednesday, February 3**. On-site Supervisors will then be contacted directly by the University Supervisor to initiate the collaborative supervisory relationship and answer any questions about the Supervision Agreement. A site-visit with the On-site Supervisor, University Supervisor, and student will be scheduled around the time of the mid-term evaluation.

2. **Transcripts and Tapes**.** Students will hand in two video or audio tapes and accompanying transcripts and written narratives. Note, you must include a signed “permission to tape” form [See CA Required Forms in the Community Agency P&I tab on Bb]. It is important to make sure your video or audiotape quality is of good enough quality for review. As with the case presentations, videotape is strongly encouraged. I strongly recommend that you begin taping from Week 1 so that taping is an integral part of your therapy process. By taping regularly you will have plenty of tapes to choose from for this assignment. Choose a 15-20 minute segment of your tape to transcribe.

****The instructor may request additional counseling tapes from students based on overall assessments by the instructor and the Site Supervisor.****

Written Narrative

Please provide a brief description of your client and his or her presenting issue to be handed in with your tape. In addition, state the primary focus that you are working on with your client in the segment and the theoretical orientation from which you are working. On each of the tapes you should note counseling themes and interventions, and discuss whether the interventions were effective or ineffective. Note case-relevant ethical and diversity considerations. Lastly, include an evaluation of your strengths and weaknesses as a clinician. An outline to follow will be posted on Blackboard.

3. **Performance-Based Assessment: Program Evaluation Project.** In collaboration with the site and university supervisor, students should develop a Short-term Prevention Program addressing one problem facing their community agency site. (For students who began developing programs during the practicum class, this project can be the continuation and implementation of the program you began during that semester.) This assignment is designed to encourage in-depth exploration of a special interest or area needing special attention at your training site. This program should address a need in the surrounding community and target a specific issue of concern. Students begin with a needs assessment, develop a proposal based on the needs assessment and research topic of interest, and submit a 5-7 page summary of the proposed project. Students typically implement this project during their internship semester. The program proposal will include: (a) a description of the problem (your needs assessment); (b) a brief review of the literature; and (c) a description of the project, and (d) how you will evaluate its effectiveness. You will present your project proposal in class. The proposal paper should be uploaded to the designated “assignment” link in Blackboard.
4. **Case Presentation.** For the presentation, you are required to provide video or audio recording of your therapy session. Videotape is strongly recommended due to the importance of learning to observe nonverbal responses of patients to therapeutic interventions. If you choose to use audiotaping, *the recording must be audible and clear*. You will bring in this recording from a session with your client. You are permitted to present the client from your first taping/transcription, if desired. Before class, you will cue it up to an area where you want feedback from your counseling interventions. You are to describe your case conceptualization and plans for treatment. The presentation and discussion will

provide you the opportunity to discuss your client’s concerns, personal reactions to your client, difficulties with your client, etc. You will have the opportunity to receive feedback and assistance from your peers and instructor for both personal and professional growth. *Presentation dates will be assigned during the first night of class.*

5. **Case Analysis. (Practicum Students Only)** You will be required to complete an individual case analysis during the latter half of the semester. This case analysis assignment has been designed to serve as a comprehensive assessment of your academic experiences in our program, and will require you to provide a written comprehensive case analysis/conceptualization of a client. You are permitted to utilize information from your second taping/transcription, if desired. Please explain how your theoretical orientation helps you understand the presenting issues with which your client is struggling. How does your theory inform the interventions you use with your client? Further instructions will be given in class, and an outline to follow will be posted on Blackboard.
6. **Class Participation.** You are expected to be involved during class discussions. You will be asked to give feedback and discuss each other’s case presentations, discuss the course reading(s), and be active in other class discussion.
7. **Counseling Surveys.** Students are required to complete three Counseling Surveys with their clients during the semester. The Counseling Survey can be accessed on Blackboard in the Community Agency Required Forms folder.
8. **Performance-Based Assessment: Final Supervisor Evaluation.** Students are required to upload their final supervisor practicum evaluation to the designated link in Blackboard.

9.

- **Grading**

EDCD 755 is a pass/fail course. Students must achieve a “B” or higher in order to successfully complete/pass the requirements of the Practicum and move on to Internship. Included in the assignments is the requirement that the following must also be met to receive a passing grade:

- Completion of all assignments of acceptable quality, turned in by date due.
- Attendance at all classes and at practicum site. Absences must be pre-arranged, unless due to an emergency. Please notify instructor and on-site supervisor, as appropriate. Two or more unexcused absences will result in course failure. Late arrival will impact class participation grade.
- Active classroom participation, including providing constructive feedback and suggestions for classmates.
- Completion of required site hours (no less than 85 direct service hours).
- Satisfactory mid-term and final evaluation from on-site supervisor. Supervisors will submit an informal written evaluation midway through the semester and a final formal evaluation at the end of the semester.

Summary of Grading System and Course Requirements

Two Tapes – transcripts & narratives	20 points (10 each)
Program Evaluation Project	20 points
Case Presentation	20 points
Case Analysis	10 points
Class Participation	10 points
Supervisor Evaluation	20 points

Overall Grades

In accordance with the George Mason University Grading Policy, the following grades may be achieved:
 A [100-94]; A- [93-90]; B+ [89-87]; B [86-84]; B- [83-80]; C [79 - 70]; F [69 and below]

Professional Dispositions

See <https://cehd.gmu.edu/students/polices-procedures/>

Students must adhere to program professional dispositions:

<https://cehd.gmu.edu/assets/docs/forms/Professional%20Dispositions.pdf>

Professional Dispositions Assessment

Professional Dispositions are assessed in all required courses. The minimum score (benchmark) is based on the level of the course, as described below.

Level of Assessment	CMHC	SC	Minimum Score
Basic	602, 609, 606, 601, 525, 603, 604, 656 654, 652, 658	602, 606, 609, 601, 525, 603, 604, 656 613, 611, 626	2
Intermediate	608, 750, 660, 628, 619, 610, 797	608, 751, 660, 628, 619, 610, 797	3
Advanced	792, 793	794, 795	4

Professional Dispositions assessments are scored as follows:

- 4: Consistently Evident** – The student demonstrates the disposition all or almost all of the time. This rank is considered exceptional, particularly for students who are at the beginning of their program. Students who are advanced in the program (i.e., in their last year of the program and enrolled in Internship I or II) should expect to achieve this rank.
- 3: Frequently Evident** – The student demonstrates the disposition often or most of the time. It is expected that students in the middle of the program (i.e., usually the second year for full time or third year for part time students) will achieve this rank. This reflects that they have moved beyond the initial phase of counselor training and are developing well towards being a professional counselor.
- 2: Sometimes Evident** – The student demonstrates the disposition sometimes or inconsistently. It is expected that students at the beginning of the program (i.e., first year for most students) will achieve this rank. Students at the beginning of the program are expected to be developing towards these professional dispositions as a part of their counselor training and preparation for their future as a professional counselor.
- 1: Seldom Evident** – The student demonstrates the disposition rarely or not at all. In some instances this may also indicate a harmful demonstration of professional disposition(s). Students at the beginning of their program may achieve this rank, which can be developmentally appropriate as they learn the expectations for students and future professional counselors. Should this occur, students should expect to meet with their advisor, who will assist them in addressing the area of concern.
- N/A: Not Applicable** – An instructor or supervisor may use this to note that they did not have the opportunity to observe the disposition or that it was not relevant in the given context. This is most likely

to occur at the beginning of the program when some dispositions may not be germane to the particular class.

Class Schedule - Please refer to Blackboard for weekly course content updates

Class	Date	Topic	DUE
1	1/27/21	Introduction (Discussion in BB) <ul style="list-style-type: none"> • Introduction to Course and Syllabus • Practicum/Internship Expectations • Beginning the practicum 	Review Syllabus and Seminar Guidelines Read: Struggles of the Novice Counselor by Skovholt & Ronnestad (2003)
2	2/3/21	<ul style="list-style-type: none"> • Case Presentation & supervision dates/times • Initial client meetings • Stages of counseling • Tapings & Discussion of Program Projects Ethics <ul style="list-style-type: none"> • Ethical concerns at your site and how they are handled • What are ethical concerns at your site, and how are they handled? 	ACA Code of Ethics (2014) Supervision Agreement DUE Read: Stages of Counseling by Cavanaugh & Levitov (2002)
3	2/10/21	Diversity <ul style="list-style-type: none"> • What is your experience with diversity and differing worldviews so far in your practicum? • What are some cultural considerations with treatment planning? 	Review and bring to class: AMCD Multicultural Counseling Competencies Read: The Making of a Culturally Competent Counselor
4	2/17/21	Individual supervision with Dr. Hausch	
5	2/24/21	Developing style and integrating theory <ul style="list-style-type: none"> • What theory do you primarily use? • How is it evident in your work with clients? • Brainstorm ideas for Program Evaluation Project 	Reading: TBA
6	3/2/21	Tape #1 Case Presentations (Power Point) Supervision <ul style="list-style-type: none"> • Utilizing supervision • What is your relationship like with your supervisor? • What are strengths, areas for improvement, and responsibilities of the relationship? 	Transcript/Tape #1 DUE Written Narrative DUE Consent for taping DUE Read: Models of Clinical Supervision
7	3/9/21	Diagnosis <ul style="list-style-type: none"> • What are the diagnoses you feel most experienced in working with? • What population and specialty area do you prefer? 	Read about a specific diagnosis in the <i>DSM-5</i> and be prepared to discuss. Mid-term evaluation DUE Hours check DUE
8	3/16/21	Self-care, Wellness, and Boundaries <ul style="list-style-type: none"> • Developing a self-care plan • How can self-care help prevent burnout? • Transference/Countertransference 	Self-Care Assessment Read: Creative Counselor Self Care
9	3/23/21	Professional Development <ul style="list-style-type: none"> • NCMHCE Tips • Record Keeping • Telehealth Research <ul style="list-style-type: none"> • Why should counselors care about research? • What are your feelings about research? • How does that influence the research you use in practice? 	Review NCMHCE Tips Reading: TBA

10	3/30/21	Tape #2 Case Presentations (Power Point) Topic: TBA	Transcript/Tape #2 DUE Case Analysis DUE
11	4/6/21	Individual supervision with Dr. Hausch	
12	4/13/21	Termination <ul style="list-style-type: none"> • Preparing for termination/taking a break • How are you preparing yourself and your clients for time away from practicum? 	Read: The Cycle of Caring by Skovholt (2005)
13	4/20/21	Program Evaluation Project Presentations (in Power Point)	Program Evaluation Projects DUE
14	4/27/21	<ul style="list-style-type: none"> • Wrapping up and transitioning • Reflecting on the practicum experience 	Final Site Hours Log DUE Final Supervisor Eval DUE Blackboard Rqmts DUE

Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

Counseling Program Mission Statement

The Counseling Program is committed to preparing counselors who promote the social, psychological, physical, and spiritual health of individuals, families, communities, and organizations in order to contribute to the advancement of global well-being. The program strives for national and international excellence in implementing a counseling perspective which provides a foundation in basic counseling skills and focuses on social justice, multiculturalism, international, advocacy and leadership. It is our belief that a global perspective on development across the life span, and an understanding and appreciation of multiculturalism, diversity, and social justice are integral to the preparation of professional counselors, requiring that professional counselors are prepared to assume leadership roles, be proactive change agents and become advocates for social, economic and political justice. The program is committed to accomplish this mission by working through interdisciplinary teams as well as promote the interconnectedness of teaching, research, service and professional practice. Through this mission faculty will facilitate a continued tradition of international, national and regional leadership through the development of collaborative partnerships and projects, research, publications, presentations, consultation, and training.

Core Values Commitment

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

GMU Policies and Resources for Students

Policies

- Students must adhere to the guidelines of the Mason Honor Code (see <https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing (see <https://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.

- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Questions or concerns regarding use of Blackboard should be directed to <https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/>.
- For information on student support resources on campus, see <https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/students/>.

Seminar Guidelines

Privacy and Confidentiality: Seminar Discussions

1. It is expected that fellow students are provided the same level of confidence that is afforded counseling clients.
2. What is discussed within the seminar forum remains within the forum and is NOT discussed outside the seminar. Students need to feel that they are able to freely discuss in seminar both the successes and the trials they experience with their clients and with their newly-developing supervisory relationships.
3. It is expected that all students will honor the privacy of their peers as well as that of their clients.

Privacy and Confidentiality: Taping and Discussion of Cases

When tapes are used:

1. Students must provide the seminar leader with a copy of the client’s informed consent for audio/videotaping and/or discussion or individual counseling sessions.
2. Students must always use pseudonyms and make sure that no identifying information is exposed during presentations, in write-ups or on audio or videotapes.
3. Presenters are responsible for ensuring that handouts or other information used in presentations are collected after class and destroyed as soon as practicable.
4. Under no circumstances will students bring to class original material or forms from the client’s file at the practicum/internship site.
5. Tapes are not to be played in the presence of other students, professors, friends, relatives, etc., as this violates the client’s informed consent. When finished, tapes must be erased completely and promptly.

Tapes are never to be left in mailboxes or in public places where they could be lost or be reviewed by others.

- Students in the seminar are expected to maintain confidence about cases that others present as well as about what other students share about their own experiences. Students need to feel that they are able to discuss freely both successes and trials they experience.

Peer Feedback

Each student brings to the seminar, and to her or his clients, a unique personal style informed by theory, by skills classes, and by their own experience. We also bring with us our insecurities about our abilities, as well as a strong desire to help our clients. What we need in the way of feedback from peers is good active listening, **NOT advice**. We all need to develop a sense of confidence in our instincts and our ability to interact therapeutically with our clients. As peers, we can facilitate the development of confidence in each other by drawing out each other’s best reflective thoughts about the work we do. A good way to do this is to encourage each other to think more deeply or more creatively about our individual clients, to allow us to draw on our own developing resources to problem solve.

Giving advice, such as “I had a client like yours, you should read this great book on working with depression” or “you need to confront the discrepancies in your client’s story” or “maybe you should try x or y” do not draw out the counselor’s resources, they tell the counselor that we have the solution to their problem with a client. They are a covert way of imposing our own opinion on another. When we give advice, we mean well, but it isn’t the most productive feedback.

In reality, when it comes down to it, the counselor is the one in the room with the client; what better support can we give the counselor than to strengthen her or his confidence in her own abilities. Do offer feedback that challenges the counselor to draw out his best. “You seem discouraged about client x. Has it been that way all along” is a good opener. “When did you first feel as though you were at a stuck point?” “What was that like for you?” are open questions that promote self-discovery and can lead the counselor to understanding more about themselves and their clients.

Assessment Rubric(s)

EDCD 755 (CA) Practicum Site Supervisor Evaluation

	Exceeds Standards 4 (94-100)	Meets Standards 3 (87-93)	Approaching Standards 2 (80-86)	Below Standards 1 (79 and below)
Counseling Skills CACREP Assessment H2	-Develops strong therapeutic relationships with most clients -Independently develops thorough case conceptualizations -Independently assesses most clients appropriately	-Develops strong therapeutic relationships with most clients -Develops thorough case conceptualizations with clinical supervision -Appropriately assesses most clients with clinical supervision	-Develops adequate therapeutic relationships with some clients -Some evidence of case conceptualization skills -Some evidence of assessment skills	-Does not form adequate therapeutic relationship clients -No evidence of case conceptualization skills -No evidence of assessment skills
Professional Dispositions CACREP Counseling, prevention and intervention C9	-Collegial at all times -On time for all appointments/meetings -Displays effective interpersonal communication at all times -Paperwork is well-written and timely	-Collegial most of the time -On time for most appointments/meetings -Displays effective interpersonal communication most of the time -Paperwork is adequate	-Improvement needed in one area of this category	-Improvement needed in two or more of the areas of this category

	Exceeds Standards 4 (94-100)	Meets Standards 3 (87-93)	Approaching Standards 2 (80-86)	Below Standards 1 (79 and below)
Utilization of Clinical Supervision- CACREP Counseling, Prevention and Intervention D9	<ul style="list-style-type: none"> -Always engaged in supervision -Always prepared for supervision -Always thoughtful and reflective during supervision -Always open to feedback in supervision 	<ul style="list-style-type: none"> -Engaged in supervision most of the time -Prepared for supervision most of the time -Thoughtful and reflective in supervision most of the time -Open to feedback in supervision most of the time 	<ul style="list-style-type: none"> -Improvement needed in one area of this category 	<ul style="list-style-type: none"> -Improvement needed in two or more areas of this category
CACREP Diversity and Advocacy F3	<ul style="list-style-type: none"> -Identifies multicultural issues and integrates culturally appropriate interventions with all clients -Identifies social justice issues and advocates accordingly for all clients 	<ul style="list-style-type: none"> -Identifies multicultural issues and integrates culturally appropriate interventions with most clients -Identifies social justice issues and advocates accordingly for most clients 	<ul style="list-style-type: none"> -Identifies multicultural issues and can integrate culturally appropriate interventions with clinical supervision -Identifies social justice and advocacy issues with clinical supervision 	<ul style="list-style-type: none"> -Unable to identify multicultural issues -Unable to identify social justice and advocacy issues
Self-Awareness CACREP Counseling Prevention, and Intervention D9	<ul style="list-style-type: none"> -High levels of self-awareness -Demonstrates insight into impact on others at all times -Ability to clearly articulate strengths and weaknesses at all times 	<ul style="list-style-type: none"> -Good self-awareness -Demonstrates insight into impact on others most the time -Ability to articulate strengths and weaknesses most of the time 	<ul style="list-style-type: none"> -Moderate levels of self-awareness -Some insight into impact on others -Some awareness of strengths and weaknesses 	<ul style="list-style-type: none"> -No evidence of self-awareness -No evidence of insight into impact on others -No evidence of awareness of strengths and weaknesses

EDCD 755 (CA) Program Evaluation Project- Proposal

	Exceeds Standards 4 (94-100)	Meets Standards 3 (87-93)	Approaching Standards 2 (80-86)	Below Standards 1 (79 and below)
Prevention Program Goal CACREP Research and Evaluation J2	Goal set meets SMART goal format (specific, measurable, attainable, realistic/relevant, and time-bound)	Goal mostly follows SMART goals format but needs some improvement/ specifications	Goal is reasonable, but does not follow SMART goal format	Goal is inappropriate, irrelevant, or absent
Prevention Program Proposal CACREP Research and Evaluation J1	Proposal is well thought out and researched, relevant to the stated goal, and addresses a need of the community agency site	Proposal is fairly well thought out and/or researched, relevant to the stated goal, and addresses a need of the community agency site	Proposal is not particularly well thought out, or is not relevant to the goal, or is an inappropriate community counseling intervention (not relevant to site needs)	Proposal is not well thought out, is not relevant to the goal, and/or is an inappropriate community counseling intervention
Needs Assessment CACREP Research and Evaluation I2	A needs assessment was conducted. Data were collected and clearly identified, and were used to inform goals of the prevention plan	A needs assessment was conducted. Data were either presented in a confusing way, or were not used to inform goals of the prevention plan	A needs assessment was not conducted, or data were irrelevant to goals of the prevention plan	A needs assessment was not conducted, and outcome data were irrelevant to the goal
Literature review CACREP Research and Evaluation I1	Relevant literature is analyzed and logically presented. Multiple peer-reviewed sources are utilized. There are no grammatical, formatting, or APA errors.	Relevant literature is presented in a logical manner with some analysis. Some peer-reviewed sources are utilized and there are minimal grammatical, formatting, or APA errors.	Relevant literature is presented, but may be illogical or lack analysis. Few peer-reviewed sources are utilized and there are moderate grammatical, formatting, or APA errors.	Literature presented is irrelevant, illogical, and lacks analysis. Peer-reviewed sources are not utilized and there are many writing and APA errors.

CA Client Satisfaction Surveys

(4)	(3)	(2)	(1)	(0)
Client Response of Strongly Agree	Client response of Mostly Agree	Client response of Neutral	Client response of Mostly Disagree	Client response of Strongly Disagree

	Item 1: Client satisfaction with counseling process	Item 2: Client satisfaction with progress on counseling goals	Item 3: Client's report of feeling understood by counselor	Item 4: Client satisfaction with counseling relationship	Item 5: Client's report of life improvement as a result of counseling
Client 1					
Client 2					
Client 3					
Average score for each item					