EVANGEL
UNIVERSITY
A CHRISTIAN LEARNING-CENTERED UNIVERSITY

Master of Science in Counseling

COU 696: Counseling Professional Capstone
1 Credit

University Mission Statement:
Evangel University is a comprehensive Christian university committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the Church and society globally.

Counseling Program Mission Statement:

The Evangel University Counseling Program trains graduate students to become professional counselors who integrate their Christian faith while providing holistic and ethical counseling services to diverse individuals and groups across the lifespan.

Bible Verse: *You know exactly how I was made, bit by bit, how I was sculpted from nothing into something. Like an open book, you watched me grow from conception to birth; all the stages of my life were spread out before you, The days of my life all prepared before I'd even lived one day. Proverbs 139: 14-16 Message*

Teaching Philosophy and Methods
I believe students learn best from a variety of instructional strategies. I will use traditional methods such as reading and lecture, but I believe learning is contextual. My task is to present information that can be tied to the student's previous experience but then expand learning beyond "personal experience". Therefore, I may utilize prompts to facilitate discussion (in person and/or boards), personal reflection, research projects, group projects, and clinical demonstrations.

Course Catalogue Description: COU 696 is a professional seminar designed to provide students with a forum to acquire information related to developing and maintaining a professional practice and identity. Although course topics will cover common issues relevant to professional practice, student input will be welcome to create meaningful learning experiences. This class is designed to assist students in the development of a professional portfolio.

Required Text(s):
American Counseling Association (2014). *Code of ethics.* Alexandria, VA: Author.
*Download a free copy of the Code at www.counseling.org.

American Counseling Association (Producer). (2012, August 1). *Integrated care: Applying*

SAMPLE

theory to practice [Audio podcast]. Retrieved from: http://www.counseling.org/knowledge-center/podcasts/docs/aca-podcasts/ht030-integrated-care-applying-theory-to-practice

Missouri Statutes and Regulations for Licensed Professional Counselors – http://pr.mo.gov/counselors.asp

Sanok, J. R. (2012). Practice of the Practice: A start up guide to launching a private practice. Traverse City, MI: Sanok Counseling (electronic book – purchase via Amazon and downloaded on Kindle or free Kindle App)

Stare, B. G. (2015, November 24). Business practices for the beginning counselor. *Counseling Today.* Retrieved from http://ct.counseling.org/2015/11/business-practices-for-the-beginning-counselor/

Recommended Text(s):

Bernstein, B. E., & Hartsell, T. L. (2005). *Portable guide to testifying in court for mental health professionals: An A-Z guide to being an effective witness*. Hoboken, NJ: Wiley.

Moore, R. O., & Simpson, L. R. (2012). Counselors in the courtroom: Implications for counselor supervisors. *Vista Online, 83*, 1-12. Retrieved from: http://www.counseling.org/docs/vistas/vistas_2012_article_83.pdf?sfvrsn=3

Rollins, J. (2010, January 14). Reconnecting the head with the body. *Counseling Today.* Retrieved from: http://ct.counseling.org/2010/01/reconnecting-the-head-with-the-body/

Course Objectives:

STANDARD **CACREP 2016**	**OBJECTIVE**	**LEARNING EXPERIENCE**	**ASSESSMENT**
2. F. 1. g	Identify domains for the Counselor Preparation Examination (CPCE) and Counselor Exam (NCE).	Class Lecture; Class discussion	Study Plan
2. F. 1. g	Identify licensure procedures for licensure in the State of Missouri.	Guest Speaker; Class discussion; Class Assignment	Portfolio – Licensure/Credential Packet
5. C. 2. k	Write a cover letter and resume.	Guest speaker; Consultation Career Center	Portfolio – Resume
5. C. 2. k	Provide rational for post-graduate certification programs, continuing education and membership in professional associations	Guest Speaker; Reading Assignment; Class assignment	Certification and Association Summary; completed membership application

SAMPLE

5. C. 2. k 5. C. 2. m	Apply for professional designations and services necessary for professional practice (Medicaid, National Provider Index, and Liability Insurance, Credentialing).	Guest speaker; class assignment	Portfolio – Licensure/Credential Packet
5. C. 2. m	Differentiate between independent contractor, employee status and private practitioner within clinical mental health settings	Guest Speaker; Reading Assignment**;** Class discussion	Personal Reflection
2. F. 1. m	Differentiate between models of supervision.	Class lecture; class assignment (interview)	Interview Summary
5. C. 2. l	Identify ethical marketing strategies as a counselor.	Reading Assignments; class discussion; course assignment	Portfolio – Web page profile and blog
2. F. 1. k 2. F. 1. l	Evaluate personal and professional functioning as it relates to self-care and client care.	Reading Assignment; class assignment; class discussion	Self - Care Plan
2. F. 5. k	Develop strategies to educate clients to access community resources.	Class discussion-resource list	Resource tool box
5. C. 3. c	Strategies for interfacing with the legal system regarding court referred clients	Guest lecturer	Role Play
5. C. 3. d	Strategies for interfacing with integrated behavioral health care professionals	Guest lecturer, podcast	Summary Paper

Grading Scale:

A	**94 -100%**	**B-**	**80 – 82%**
A-	**90 – 93%**	**C+**	**77 – 79%**
B+	**87 - 89%**	**C**	**73 - 76%**
B	**83 – 86%**	**F**	**Less than 73%**

***An "A" grade will only be awarded to individuals who earn 94% of total points available plus no more than a single absence.**

SAMPLE

COU 696 Counseling Professional Capstone

Assignment	**Points**
Study Plan	10
Resume/Cover letter draft	20
Resume/Cover letter final and draft	30
Self-Care Plan	10
Licensure Packet	55
Professional Association Plan	10
Certifications Plan	10
Supervision Paper	20
Integrative Care Summary	10
Employment Status Personal Reflection	10
Bio and V/blog	15
Community Resource Tool Box	10
Creed	20
Portfolio	25
TOTAL POINTS	**255**

Tentative Course Schedule

Week	***Date***	***Lecture/ Activity***	***Assignments***	***Due Date: prior to the start of class***
1.		CPCE and NCE; Web Search, form study groups	**Bring your lap top to class**	
2.		Resume	**Study Plan**	
3.		Self -Care	**Resume and Cover letter draft**	
4.		Licensure Procedures	**Self-Care Plan**	
5.		Professional Associations and Certifications	**Licensure Packet**	
6.		No Seated Class – Legislative Day	**Professional Association and Certification Plan**	
7.		Supervision – Models and Considerations		
8.		Medicaid, insurance, credentialing, independent contractor vs employee	**Supervision paper**	
9.		**No Class**	**Spring break**	
10.		Integrative Behavioral Health and Community Mental Health	**Person Reflection: Integrative Care – Podcast** **http://www.counseling.org/knowledge-center/podcasts/docs/aca-podcasts/ht030-integrated-care-applying-theory-to-practice**	

SAMPLE

			Summary and reflection – Integrative Care	
11.		Strategies –Court Order, testifying, mandated clients	**Resume, Cover letter – mark up version and final**	
12.		Building Professionalism; Helping clients access community resources	**Reading: Practice of Practice (Sanok)** **Community Resource Toolbox**	
13.		Stages of Counselor Development	**Reading: Practice of the Practice (Sanok)**	
14.		Marketing and Running a Business	**Practice of the Practice; Business Practices of Beginning Counselors (Stare)**	
15.		Integration – What do you believe	**Employment Status** **Blog/Web Bio**	
16.		Creed and Commissioning Service	**Creed** **Portfolio**	

EU ACADEMIC AND CMHC PROGRAM POLICIES

Academic Integrity Policy

Students are expected to maintain high levels of academic honesty as people of Christ. By virtue of your integrity, you signify that all work submitted is your original work completed by you. Submitting someone else' work as your own (without proper citations, identifying particular research) is dishonest and is not congruent with a Christian life. Furthermore, the use of published study guides, solution manuals, or test banks not offered by the text's publisher will be deemed cheating. If you have questions as to the legitimacy of a study resource, consult your course professor. The program faculty and coordinator will handle incidents of academic dishonesty (plagiarism and cheating). If warranted, offenses will be reported to Academic Affairs Division and Student Development Division. Consequences may include but not limited to grade adjustment, academic probation, withdrawal of candidacy, or dismissal. Please see Graduate catalog: http://web.evangel.edu/apps/mastercatalog/view/view.asp?CatalogID=2&Section=36

Attendance Policy

Students are asked to participate in class, volunteer for demonstrations, and come to class fully prepared. As this course only meets once a week, attendance at all sessions is critical. In order to maintain in good standing, a student must attend 75% of the scheduled class time. Students missing more than 3 classes will be dropped from the class. Students who miss class because of illness, participation in authorized co-curricular activities, or for other unavoidable reasons will be given the opportunity to complete missed assignments or the equivalent. Students who miss class for other reasons may only make up work at the discretion of the individual instructor as stated in the course syllabus

.

Disability Accommodation

SAMPLE

Evangel University is committed to the provision of reasonable accommodations for students with disabilities, as defined in Section 504 of the Rehabilitation Act of 1973. If you think you may qualify for accommodations, notify me as soon as possible. You will be required to have appropriate documentation on file with Academic Support in the Center for Student Success (Zimmerman Hall 208).

Note: If you are disabled or are attending college under extenuating circumstances and require special consideration, ***it is your obligation to notify me*** before the end of the first week of classes. If I do not hear from you, I assume you do not need any special consideration. See the following for more information:
http://web.evangel.edu/community/?p=ASC&i=1437&t=

Use of Electronic Devices in Class
The use of electronic devices in the classroom is intended to enhance the learning experience for you and your classmates. Any use of technology that substantially degrades the learning environment, distracts you and/or your classmates, promotes dishonesty or illegal activities is prohibited. Be sensitive to this temptation to mentally leave the class using your device. It is recommended that cellular phones be silenced during class.

Statement Regarding Risks and Benefits of Counselor Education
Pursuing a graduate education in clinical mental health counseling can facilitate meaningful professional and personal growth opportunities via insight and increased awareness. Nevertheless, material covered in any counseling course, various experiential exercises, assignments, and/or field based experiences, may facilitate intense, negative, and even emotionally overwhelming responses. Consequently, such responses may inhibit the student's functioning, academic performance, and fit for field work. Students are encouraged to be candid about the impact of such experiences and address any concerns about present functioning with their instructor. If an instructor or staff member (in conjunction with the Program Coordinator) observes evidence of problematic functioning, he/she will bring it the student's attention. Students may be advised in one or more of the following directions:

1. Enter personal counseling while remaining in the program and report back to their Academic Advisor or Program Coordinator.
2. Take a leave of absence from the program, with conditions specified by the program.
3. Follow a remediation plan that may include additional coursework or supervisory experiences.
4. Withdraw from the program.

The intent of the above directives is to help students address and resolve psychological material that may impact their future work as mental health care providers. Final determinations for continued progression through the clinical mental health program will be at the sole discretion of the program personnel and will be made with the utmost care and student's best interest in mind.
Students have the right to appeal any decision under the Student Handbook procedures.

SAMPLE

COU 696 Counseling Professional Capstone

Course Commons (Canvas)

This course will be conducted through the CANVAS LMS (learning management system) generally referred to as *Course Commons*. All information needed to access and interact with the LMS can be found on the CANVAS login page using the link https://courses.Evangel.edu. Course content (example: PPTs, Projects, data, Assignment details, etc.) will be located within modules at the course site. The course calendar will also direct students to the assignments.

Access to Canvas Before the Class Begins. Students who have academically registered will have access to CANVAS and this course seven (7) days before the official beginning of the semester. Students have until seven (7) days after the semester begins to complete financial registration. If financial registration is not completed by the seventh day, CANVAS access will be revoked and all submitted work will be lost. When financial registration is then completed, CANVAS access will be granted, again. Make-up work for items lost will be at the discretion of the professor. Please contact the Registrar's office with questions about your registration status: (417) 865-2815 x7203.

Access to *Course Commons* After the Class Ends. At the end of a semester, students will have access to *Course Commons* for seven (7) days after the last official day of class. After the seven (7) days, students will not have access to the course or *Course Commons* until next semester's financial registration is complete. If you have questions about work submitted on after course access is withdrawn, please contact the instructor directly.

SAMPLE