Graduate Course Syllabus

MHC 670: Clinical Mental Health Counseling Practicum

Center: Online

Course Prerequisites

COU 690 and MHC 610

Course Description

Integrate skills and knowledge by working with actual clients under the supervision of a licensed clinician. Meet weekly in a required synchronous small group session in a seminar-style course led by a faculty supervisor. A minimum of 100 hours at an approved counseling site is required. Demonstrate success in field experience through a satisfactory/unsatisfactory grade evaluation.

Course Outcomes

- Develop a professional counseling identity in alignment with ethical and legal standards that advocates on behalf of the profession and promotes client awareness, equity, and success
- Cultivate socially, culturally, and spiritually appropriate skills and practices in professional counseling that promote social justice and minimize barriers between counselors and clients
- Apply theories and etiology of human growth and development and relevant environmental factors to promote optimum wellness for diverse clients across the lifespan
- Develop strategies for supporting and advocating for clients in relation to their career development based on client needs, industry information, and identified opportunities within the global economy
- Utilize appropriate counseling theories, models, and culturally relevant strategies in developing professional skills for client consultation, treatment, intervention, and prevention
- Assess the needs of counseling clients validly and reliably through the application of basic testing principles, key statistical concepts, and industry-appropriate procedures
- Evaluate counseling research, programs, and practices using a variety of methods and designs for advancing the counseling profession and incorporating evidence-based, data-driven approaches into current practice
- Apply culturally relevant strategies, techniques, theories and models of clinical mental health counseling to the assessment and treatment planning of mental health issues, adhering to the legal and ethical standards of clinical and mental healthcare professionals

Required Materials

Using your learning resources is critical to your success in this course. Please purchase directly through the SNHU Online Bookstore rather than any other vendor. Purchasing directly from the bookstore ensures that you will obtain the correct materials and that the IT Service Desk, your advisor, and the instructor can provide you with support if you have problems.

Diagnostic and Statistical Manual of Mental Disorders, 5th Edition (DSM-5)
American Psychiatric Association
Fifth Edition
2013

Publication Manual of the American Psychological Association (2nd Printing)
American Psychological Association
Seventh Edition
2020
ISBN: 978-1-4338-3216-1

Bongo
The following equipment will be needed to complete the Bongo activities in this course:

- Mac or PC desktop or laptop (not a mobile device or tablet)
- Webcam
- Microphone

For more detailed technical requirements, refer to this document.

Optional Resources
Recording Device: Sony ICD-PX470 Digital Voice Recorder With USB
You should be able to use your laptop and Bongo to record your sessions for the assessments; however, you may not have a laptop, or you may not be at a site that allows for video recording. In these instances, you will need a HIPAA-compliant audio recording device as a backup that can be purchased through the bookstore. Please see the SNHU Online Bookstore for details.

Diversity, Equity, and Inclusion
As indicated in our core values, SNHU is committed to "embrace diversity where we encourage and respect diverse identities, ideas, and perspectives by honoring difference, amplifying belonging, engaging civilly, and breaking down barriers to bring our mission to life."

This may or will be reflected in SNHU's curriculum as we embrace and practice diversity, equity, and inclusion (DEI) to provide the most transformative experience for our students, faculty, and staff. Because topics pertaining to DEI can be sensitive, please remember that embodying and practicing diversity, equity, and inclusion is one of our core values that you will encounter throughout the academic experience. In higher education, we are expected to think and engage critically. Use a growth mindset to embrace the diverse readings, course assignments, and experiences of your peers and faculty.

For more information about DEI at SNHU, please visit our website at the Office of Diversity and Inclusion.

Instructor Availability and Response Time
Your class interaction with the instructor and your classmates will take place on a regular, ongoing basis. Your instructor will be actively engaged within the course throughout the week. You will normally communicate with

your instructor in the weekly discussions or the General Questions discussion topic so that your questions and the instructor's answers benefit the entire class. You should feel free, however, to communicate with your instructor via SNHU email at any time, particularly when you want to discuss something of a personal or sensitive nature. Your instructor will generally provide a response within 24 hours. Instructors will post grades and feedback (as applicable) within seven days of an assignment's due date, or within seven days of a late submission.

Hours Requirement

Each week, you are required to spend a minimum of eight hours at the field site. You will complete your time sheet each week in Sonia. Refer to the MHC Field Experience Tracks document to see the details of your hours requirement.

Grade Distribution

Assignment Category	Number of Graded Items	Point Value per Item	Total Points
Start Here: Week One Plan	1	5	5
Week One Assignment	1	8	8
Week Five Transcript	1	10	10
Week Six Hours Check	1	25	25
Synchronous Group Supervision	10	8	80
Journals	9	8	72
Required Clock Hours	1	400	400
Practicum Comprehensive Component	1	400	400
			Total Course Points: 1,000

This course may also contain practice activities. The purpose of these non-graded activities is to assist you in mastering the learning outcomes in the graded activity items listed above.

University Grading System: Graduate

Grade	Numerical Equivalent	Points
A	93–100	4.00
A-	90–92	3.67
B+	87–89	3.33
B	83–86	3.00
B-	80–82	2.67
C+	77–79	2.33
C	73–76	2.00
F	0–72	0.00
I	Incomplete	
IF	Incomplete/Failure *	
W	Withdrawn	

* Please refer to the policy page for information on the incomplete grade process.

Grading Guides

Specific activity directions, grading guides, posting requirements, and additional deadlines can be found in the Assignment Guidelines and Rubrics section of the course.

Weekly Assignment Schedule

Assignments and discussion posts during the first week of each term are due by 11:59 p.m. Eastern Time. Assignments and discussion posts for the remainder of the term are due by 11:59 p.m. of the student's local time zone.

In addition to the textbook readings that are listed, there may be additional required resources within each week.

For more detailed information, review the comprehensive syllabus.

Concept One: Requirements

Week One	Start Here Assignment
	1-1 Synchronous Group Supervision
	1-2 Assignment: Professional Counseling Identity Development Plan
	1-3 Sonia Time Sheet
	1-4 Component One: Self-Analyzed Recording Transcript (Due Week Five)
	1-5 Reminders: Week Two

Concept Two: Self-Reflective Practice and Case Conceptualization

Week Two	2-1 Optional Assignment: Practicum Development Plan Revisions
	2-2 Comprehensive Case Conceptualization Draft Forum
	2-3 Synchronous Group Supervision
	2-4 Student Field Experience Journal
	2-5 Sonia Time Sheet
	2-6 Reminder: Component One: Self-Analyzed Recording Transcript (Due Week Five)
Week Three	3-1 Comprehensive Case Conceptualization Draft Forum
	3-2 Synchronous Group Supervision
	3-3 Student Field Experience Journal
	3-4 Sonia Time Sheet
	3-5 Component One: Self-Analyzed Recording Transcript (Due Week Five)
Week Four	4-1 Comprehensive Case Conceptualization Draft Forum
	4-2 Synchronous Group Supervision
	4-3 Student Field Experience Journal
	4-4 Sonia Time Sheet
	4-5 Component One: Self-Analyzed Recording Transcript (Due Week Five)
	4-6 Reviews and Reminders
Week Five	5-1 Synchronous Group Supervision
	5-2 Student Field Experience Journal
	5-3 Sonia Time Sheet
	5-4 Component One: Self-Analyzed Recording Transcript

Week Six	6-1 Comprehensive Case Conceptualization Draft Forum
	6-2 Synchronous Group Supervision
	6-3 Student Field Experience Journal
	6-4 Sonia Time Sheet
	6-5 Hours Checkpoint
	6-6 Reviews and Reminders
Week Seven	7-1 Comprehensive Case Conceptualization Draft Forum
	7-2 Synchronous Group Supervision
	7-3 Student Field Experience Journal
	7-4 Sonia Time Sheet
	7-5 Reviews and Reminders
Week Eight	8-1 Comprehensive Case Conceptualization Draft Forum
	8-2 Synchronous Group Supervision
	8-3 Student Field Experience Journal
	8-4 Sonia Time Sheet
	8-5 Practicum Comprehensive Performance

Concept Three: Evaluate Your Growth

Week Nine	9-1 Synchronous Group Supervision
	9-2 Student Field Experience Journal
	9-3 Sonia Time Sheet
Week Ten	10-1 Synchronous Group Supervision
	10-2 Student Field Experience Journal
	10-3 Sonia Time Sheet
	10-4 Reminder: Comprehensive Case Conceptualization
	10-5 Assignment: Acknowledgement

CACREP Alignment Map

Week 1:	CACREP Standard(s)	Course Objective(s)	Program Outcome(s)	Assessment
1-1 Synchronous Group Supervision	2.F.1.b; 2.F.1.k; 2.f.4.e; 2.F.4.h; 2.F.5.c; 2.F.5.f; 2.F.7.i; 5.C.1.c; 5.C.1.d; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO1; CO2; CO5	PO1; PO2; PO5	MHC Group Supervision Guidelines and Rubric
1-2 Assignment: Professional Counseling Identity Development Plan	2.F.1.k; 2.f.4.e; 2.F.4.h; 2.F.5.f; 2.F.7.i	CO1	PO1	MHC 670 Week One Assignment Guidelines and Rubric: Professional Counseling Identity

				Development Plan
Week 2:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
2-3 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
2-4 Student Field Experience Journal	2.F.4.g	CO4	PO4	MHC Week Two Journal Guidelines and Rubric
Week 3:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
3-2 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
3-3 Student Field Experience Journal	2.f.1.j; 2.F.5.d; 2.F.5.e	CO1	PO1	MHC Week Three Journal Guidelines and Rubric
Week 4:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
4-2 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
4-3 Student Field Experience Journal	2.F.7.m; 5.C.1.e	CO2	PO2	MHC Week Four Journal Guidelines and Rubric
Week 5:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
5-1 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f;	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
5-2 Student Field Experience Journal	2.F.5.j	CO9	PO9	MHC Week Five Journal Guidelines and Rubric
5-4 Assignment Self-Analyzed Recording	2.F.1.i; 2.F.2.c; 2.F.5.a; 2.F.5.g; 2.F.5.j; 2.F.8.e;	CO1; CO2; CO3; CO5; CO9	PO1; PO2; PO3; PO5;	COUNSELOR'S DEVELOPING

Transcript	5.C.2.j		PO9	COMPETENCY SCALE and MHC 670 Practicum Comprehensive Performance Guidelines and Rubric
Week 6:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
6-2 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
6-3 Student Field Experience Journal	2.F.4.b; 2.F.5.b; 5.C.1.c	CO4	PO4	MHC Week Six Journal Guidelines and Rubric
Week 7:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
7-2 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
7-3 Student Field Experience Journal	2.F.8.f	CO8	PO8	MHC Week Seven Journal Guidelines and Rubric
Week 8:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
8-2 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
8-3 Student Field Experience Journal	2.F.1.k; 2.F.1.l	CO1	PO1	MHC Week Eight Journal Guidelines and Rubric
8-5 Practicum- Comprehensive Assessment of Outcome- Proficient	2.F.5.l; 2.F.7.c; 5.C.3.a; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h;	CO1; CO2; CO3; CO4; CO5; CO6; CO7; CO8; CO9	PO1; PO2; PO3; PO4; PO5; PO6; PO7; PO8;	MHC 670 Practicum Comprehensive Performance Guidelines and Rubric and the

Level	5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.b; 5.C.3.c; 5.C.3.d; 5.C.3.e		PO9	COUNSELOR'S DEVELOPING COMPETENCY SCALE
Week 9:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
9-1 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; ; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
9-2 Student Field Experience Journal	2.F.1.k; 2.F.1.l	CO1	PO1	MHC Week Nine Journal Guidelines and Rubric
Week 10:	**CACREP Standard(s)**	**Course Objective(s)**	**Program Outcome(s)**	**Assessment**
10-1 Synchronous Group Supervision	2.F.1.b; 2.F.5.c; 2.F.5.f; 5.C.2.k; ; 5.C.1.e; 5.C.2.a; 5.C.2.b; 5.C.2.c; 5.C.2.d; 5.C.2.e; 5.C.2.f; 5.C.2.g; 5.C.2.h; 5.C.2.i; 5.C.2.j 5.C.2.l; 5.C.2.m 5.C.3.a; 5.C.3.c; 5.C.3.d; 5.C.3.e	CO2; CO5	PO2; PO5	MHC Group Supervision Guidelines and Rubric
10-2 Student Field Experience Journal	2.F.4.f; 2.F.4.h			MHC Week Ten Journal Guidelines and Rubric

Course Participation

Course participation is required within the first week of the term for all online courses. *Participation* in this context is defined as completing one graded assignment during the first week of the course. Otherwise, students will be administratively removed for nonparticipation. Students who do not participate during the first week may forfeit their rights to be reinstated into the course. Students who stop attending a course after the first week and who do not officially withdraw will receive a grade calculated based on all submitted and missed graded assignments for the course. Missed assignments will earn a grade of zero. See the course withdrawal policy and the full attendance policy for further information.

Late Assignments

Students who need extra time may submit assignments (excluding discussion board postings) up to one week after the assignment due date. Discussion board submissions will not be accepted for credit after the deadline except in extenuating circumstances.

- A penalty of 10 percent of the total value of the assignment will be applied to the grade achieved on the late assignment regardless of the day of the week on which the work is submitted.
- Students who submit assignments more than one week late will receive a grade of zero on the assignment unless they have made prior arrangements with the instructor.

Students must submit all assignments no later than 11:59 p.m. (in their own time zone) on the last day of the term. No assignments are accepted after the last day of the term unless an incomplete has been submitted. See the incomplete grades policy.

There may be times an instructor makes an exception to the late assignment policy. Instructors may accept late work, including discussion board posts, with or without prior arrangement.

- Exceptions to the late policy on these grounds are left to the instructor's discretion, including whether the late penalty is applied or waived. Students should not assume that they will be allowed to submit assignments after the due dates.
- If an instructor finds that they are unable to determine whether an exception to the late policy would be appropriate without documentation, the collection and review of student documentation should be handled through the Dispute Resolution team in order to protect the student's privacy. In these cases, students should file a Student Concern Dispute form to have the circumstances reviewed.

If a student is experiencing (or knows they will experience) a circumstance, including pregnancy, that is protected under the Americans with Disabilities Act or Title IX, they are encouraged to contact the Online Accessibility Center (OAC) as soon as possible to explore what academic accommodations might be offered. Instructors must honor all deadlines established through the OAC.

Student Handbook
Review the student handbook.

ADA/504 Compliance Statement
Southern New Hampshire University (SNHU) is dedicated to providing equal access to individuals with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and with Title III of the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

SNHU prohibits unlawful discrimination on the basis of disability and takes action to prevent such discrimination by providing reasonable accommodations to eligible individuals with disabilities. The university has adopted the ADA/504 Grievances Policy (version 1.2 effective October 16, 2017), providing for prompt and equitable resolution of complaints regarding any action prohibited by Section 504 or the ADA.

For further information on accessibility support and services, visit the Disability and Accessibility Services webpage.

Academic Integrity Policy
Southern New Hampshire University requires all students to adhere to high standards of integrity in their academic work. Activities such as plagiarism and cheating are not condoned by the university. Review the full academic integrity policy.

Copyright Policy
Southern New Hampshire University abides by the provisions of United States Copyright Act (Title 17 of the United States Code). Any person who infringes the copyright law is liable. Review the full copyright policy.

Withdrawal Policy

Review the [full withdrawal policy](#).

Southern New Hampshire University Policies

More information about SNHU policies can be found on the [policy page](#).