

**San José State University
College of Social Sciences Psychology
243, Fieldwork, Fall 2022**

Fieldwork Placement Requirements

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Office Location: DMH 230

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Office Hours: Tues and Thursday 1.30pm – 2.30pm and by appointment

Class Days/Time: TBD

Classroom: TBD

Prerequisites: Admission to MS Clinical Mental Health Counseling (CMHC) Program
and student in good standing

Grading: Credit/No credit

Faculty Web Page and MYSJSU Messaging

Copies of the course materials such as the syllabus, major assignment handouts, etc. may be found on SJSU's learning management system, Canvas.

Course Description

This is the course attached to your **fieldwork placement** (pre-degree internship) in the MS CMHC Program. You are required to enroll in 3 units of Fieldwork for both Fall and Spring semesters in your second year. You may not accrue clinical hours unless you enroll in PSYC 243 (this course) units (you are covered over Winter break). Satisfactory completion of the course (credit) is received if clinical hours have been achieved and documented, attendance has been consistent, and all contracts and feedback forms (both supervisor and student) have been completed.

This is the first part of your year-long graduate course intended to directly complement your required clinical fieldwork placement as part of your training in the MS CMHC program here at SJSU. The course serves multiple functions including addressing and

developing professional skills, addressing challenges in fieldwork placements, and providing general consultation of ongoing clinical cases.

Note that neither this course nor the instructors at SJSU will ever provide direct supervision of cases in lieu of that required by fieldwork placement supervisors. However, we will use the opportunity of meeting to discuss broader issues as they apply to the clinical training of qualified psychotherapists and provide case consultation as needed.

We will attempt to use the fieldwork course across both semesters to address and ameliorate any deficits in training that become apparent to the student clinician, the instructor of this course, or the program director. This may include creating assignments during the semester to develop or strengthen these identified skills areas. Any assignments that are created for the course will be mandatory.

Course credit will be assigned based on attendance and participation in the course and at your fieldwork placement, satisfactory review of your performance on placement, completion of required clinical hours, AND completion of assignments that occur during the semester.

Discussion topics we will engage may include:

- Professional Issues such as
 - Consulting with MDs/Psychiatrists
 - Working with chronically suicidal clients
 - Handling a client's suicide
 - Accountability and data management
- Interpersonal Development Issues such as
 - Therapist disclosure
 - Issues of "countertransference" and therapist feelings in-session
 - Dealing with boundaries and "dual relationship" issues.

These focused discussions are intended to stimulate both intellectual engagement and the personal challenges and concerns inherent in each topic. I am asking that each student be willing to "show up" to the discussions ready to talk both about the academic issues and personal struggles he or she may have in each area. This course is not designed to be a process group, and you are not required to disclose more than you would in any other professional arena. However, in order to get the most out of these discussions, I am asking that you be willing to come at the discussion thoughtfully and non-defensively.

The Role of your Faculty Consultant

Each semester, you should be sure that your supervisor(s) understand that you will be engaged in dialog about some cases with a Faculty Consultant in your graduate program at SJSU. You can help clarify with your supervisor that this is consultation and not supervision and that you understand that your supervisor's direction on cases is paramount in your clinical work. The Faculty Consultant is there to advise and evaluate your second-year comprehensive exam and to provide input on cases that is complementary to your education at SJSU.

Your Faculty Consultant each semester will make contact with your fieldwork supervisors to inform the fieldwork agency director and/or supervisor about the expectations of SJSU students and the role of consultation groups and the second year comprehensive exams. Your Faculty Consultant will inform fieldwork supervisors about the importance of data collection (given constraints or policies of agency) and the faculty member's role as a consultant on cases for the student. The Faculty Consultant will include a clarification of the roles of the supervisor of record (agency, not faculty member) and create opportunities to problem solve in the event of conflicting information given in supervision at the agency and consultation in teams at SJSU.

Our goal in the Fall semester is to provide guidance and promote independence in decision making. In the Spring we will continue to encourage your own empowerment and autonomy to problem-solve on placement. In the event that there are difficult to solve or egregiously problematic issues at the placement, the SJSU Faculty Consultant, and possibly the SJSU Directors of Clinical Training, may become directly involved with the supervisor or agency.

Course Goals and Student Learning Objectives

Course Learning Outcomes (CLO)

Specifically, our course objectives are as follows:

CLO1 – to develop case presentation and conceptualization skills

CLO2 – Facilitate and trouble-shoot receiving adequate on-site supervision of therapy cases for fieldwork

CLO3 – Develop consultation skills for providing suggestions to other therapists

CLO4 – Develop professional skills for engaging various aspects of the mental health profession

CLO5 – Refine skills to engage in the highest level of professional and ethical mental health service provision

CLO6 – Provide illustrations of competent clinical practice including the use of clinical data

CLO7 – Continue to develop an understanding of strengths and challenges as a psychotherapist

CLO8 – Develop an understanding of professional burnout and the importance of self-care as a psychotherapist

Program Learning Outcomes (PLO)

Upon successful completion of the MS in Clinical Psychology requirements:

1.1 Students will demonstrate breadth of knowledge of a variety of psychotherapy theories and in-depth knowledge of one chosen theory of intervention

1.2 Students will demonstrate knowledge of empirically supported clinical interventions and evidence ability to select treatments for individual clients given this literature

2.1 Students will demonstrate effective integration and communication of clinical case material

2.2 Students will demonstrate the ability to synthesize contextual and cultural variables into presentations of client materials

2.3 Students will effectively respond to queries about clinical material and engage in discussions about their clients with supervisors and peers

2.4 Students will be able to think and discuss cases other than their own, applying theories, principles, and relevant empirical findings to those cases

3.1 Students will demonstrate understanding of different assessment devices and strategies for assessing client outcome over the course of treatment including standardized nomothetic and idiographic approaches

4.1 Students will demonstrate depth and breadth of understanding in areas including, but not limited to, psychotherapy theory, service delivery, ethics, assessment, research methods, family therapy, cultural diversity, psychopharmacology, and issues relevant to adult and child clinical populations. Students will be able to apply this knowledge to clinical cases

5.1 Students will demonstrate fulfillment of coursework and other pre-degree licensing requirements outlined by the Board of Behavioral Sciences

As a fieldwork experience course, it is designed to meet PLOs 1 – 5, with an emphasis on 5.1, where specific hours must be accrued to become licensed as and MFT and/or LPCC.

Licensure Learning Outcomes (LLO)

Licensing requirements for academic coursework toward the MFT and/or LPCC will be met for this course in the following way:

LLO1: For the LPCC requirements, this course is designed to fulfill the six semester units specified in BPC Section 4999.33(d)(3) where the student receives not less than six (6) semester units of supervised practicum or field study experience, or the

equivalent, in a clinical setting that provides a range of professional clinical counseling experience, including the following for a minimum of **280 hours of face-to-face** supervised clinical experience counseling individuals, families, or groups. Experience gained will be in applied psychotherapeutic techniques; assessment; diagnosis; prognosis; treatment; issues of development, adjustment, and maladjustment; health and wellness promotion; professional writing, including documentation of services, treatment plans, and progress notes; how to find and use resources; and other recognized counseling interventions

LLO2: For the MFT (according to BPC Section 4980.36(d)(1)(B)(iv)) requirements, this course provides the minimum of six (6) semester units of practicum in a supervised clinical placement that provides supervised fieldwork experience, including:

- a. A minimum of 225 hours of face-to-face experience counseling individuals, couples, families, or groups (up to 75 hours may be gained performing client centered advocacy).
- b. Training in all of the following:
 - i. The applied use of theory and psychotherapeutic techniques
 - ii. Assessment, diagnosis, and prognosis
 - iii. Treatment of individuals and premarital, couple, family, and child relationships, including trauma and abuse, dysfunctions, healthy functioning, health promotion, illness prevention, and working with families
 - iv. Professional writing, including documentation of services, treatment plans, and progress notes
 - v. How to connect people with resources that deliver the quality of services and support needed in the community

LLO3: In addition for the MFT (according to BPC Section 4980.36(e)) requirements, the course will provide instruction and supplement previous instruction from other courses in all of the following:

- a. Case management
- b. Systems of care for the severely mentally ill
- c. Public and private services and supports available for the severely mentally ill
- d. Community resources for persons with mental illness and for victims of abuse
- e. Disaster and trauma response
- f. Advocacy for the severely mentally ill
- g. Collaborative treatment

Additional Requirements for fieldwork and licensing

LPCC: In addition to the requirements set for the LPCC in the LLO stated above, the following must be observed according the BBS:

§4999.34. PRACTICUM AND FIELD EXPERIENCE; SETTING REQUIREMENTS; TRAINEE

A clinical counselor trainee may be credited with predegree supervised practicum and field study experience completed in a setting that meets all of the following requirements:

- (a) Lawfully and regularly provides mental health counseling and psychotherapy.
- (b) Provides oversight to ensure that the clinical counselor trainee's work at the setting meets the practicum and field study experience and requirements set forth in this chapter and is within the scope of practice for licensed professional clinical counselors.
- (c) Is not a private practice.
- (d) Experience may be gained by the clinical counselor trainee solely as part of the position for which the clinical counselor trainee volunteers or is employed.

§4999.36. TRAINEE ACTIVITIES AND SERVICES; APPLICANT AND SCHOOL RESPONSIBILITIES

- (a) A clinical counselor trainee may perform activities and services provided that the activities and services constitute part of the clinical counselor trainee's supervised course of study and that the person is designated by the title "clinical counselor trainee."
- (b) All practicum and field study hours gained as a clinical counselor trainee shall be coordinated between the school and the site where hours are being accrued. The school shall approve each site and shall have a written agreement with each site that details each party's responsibilities, including the methods by which supervision shall be provided. The agreement shall provide for regular progress reports and evaluations of the student's performance at the site.
- (c) If an applicant has gained practicum and field study hours while enrolled in an institution other than the one that confers the qualifying degree, it shall be the applicant's responsibility to provide to the board satisfactory evidence that those practicum and field study hours were gained in compliance with this section.
- (d) A clinical counselor trainee shall inform each client or patient, prior to performing any professional services, that he or she is unlicensed and under supervision.

- (e) **No hours earned while a clinical counselor trainee may count toward the 3,000 hours of postdegree internship hours.**
- (f) A clinical counselor trainee shall receive an average of at least one hour of direct supervisor contact for every five hours of client contact in each setting. For purposes of this subdivision, "one hour of direct supervisor contact" means one hour of face-to-face contact on an individual basis or two hours of face-to-face contact in a group of not more than eight persons in segments lasting no less than one continuous hour.

MFT: In addition to the requirements set for the MFT in the LLO stated above, the following must be observed according the BBS:

4980.36(d)(1)B) Requirements for Practicum

Practicum that involves direct client contact, as follows:

- (i) A minimum of six semester or nine quarter units of practicum in a supervised clinical placement that provides supervised fieldwork experience.
- (ii) A minimum of 150 hours of face-to-face experience counseling individuals, couples, families, or groups.
- (iii) A student must be enrolled in a practicum course while counseling clients, except as specified in subdivision (c) of Section 4980.42.
- (iv) The practicum shall provide training in all of the following areas:
 - (I) Applied use of theory and psychotherapeutic techniques.
 - (II) Assessment, diagnosis, and prognosis.
 - (III) Treatment of individuals and premarital, couple, family, and child relationships, including trauma and abuse, dysfunctions, healthy functioning, health promotion, illness prevention, and working with families.
 - (IV) Professional writing, including documentation of services, treatment plans, and progress notes.
 - (V) How to connect people with resources that deliver the quality of services and support needed in the community.
- (v) Educational institutions are encouraged to design the practicum required by this subparagraph to include marriage and family therapy experience in low-income and multicultural mental health settings.

(vi) In addition to the 150 hours required in clause (ii), 75 hours of either of the following: (I) Client-centered advocacy, as defined in Section 4980.03.

(II) Face-to-face experience counseling individuals, couples, families, or groups.

Professional Communication

The best method of contacting me is via email. Please allow 1-2 business days for a response. I do not typically respond to email on weekends.

Email me using the address given above.

As a University student, you are encouraged to engage in professional communication with faculty, staff, and your fellow students. This is especially important in electronic mail notes that you might send.

Required Texts/Readings

This will be determined by the faculty consultant given the specifics of the therapist in training and the case being addressed.

Course Requirements and Assignments and Grading Policy

In the first semester of PSYC 243, you will be required to do the following:

1. Provide your Faculty Consultant with the contact numbers and/or email for both your direct supervisor and the director of the agency that oversees your supervisor. This will be used by the consultation faculty member to reach out and establish contact with the agency, explaining the role of consultation group, and giving your supervisor a person to contact in the Clinical program.
2. Provide your supervisor the Supervisor Evaluation of Student form to evaluate your skills and professional behavior during the semester AND the Supervisee Evaluation of Placement form for your input about the fieldwork experience you have had during the year. You will then return these forms to the Faculty Consultant and go over the reports together.

Credit will be given for PSYC 243 when

- (1) Satisfactory evaluations of the student's (intern's) performance are received from the agency's supervisor and/or other internship evaluator (e.g. program director).
- (2) [2nd semester of 243 only] the minimum number of face-to-face client contact hours are earned for the MFT pre-degree requirements in addition to the

minimum required CCA hours. If a student chooses the LPC route, that student will self-impose the minimum of 280 face to face contact hours; the MS CMHC program will not require those be completed, only the MFT hours. The LPC minimum hours must be completed if the student wishes to apply for the LPC license and file the paperwork from the program stating that those requirements were completed.

Credit cannot be given for the course if the student does not meet the minimum number of supervised hours and stipulations for those hours by the end of the second semester of this course as set by the BBS for the MFT.

In the event that a student fails to meet those requirements, the student will delay graduation and continue in the summer term (and longer if required) to complete this course and received credit toward graduation. This is arranged by the student with the help of the MS CMHC Program Director.

Delaying graduation can be requested if the student does not meet the minimum number of required hours for the LPC provided the student can arrange to meet those hours with an agency in the summer period. This will be arranged with the MS CMHC Program Director.

Credit will not be given for fieldwork if the student receives feedback indicating that clinical performance was not acceptable, that unprofessional conduct was observed and not sufficiently ameliorated, or unethical behavior was observed.

PSYC 243 **cannot be repeated** for credit. If a grade of no credit (NC) is given and will be grounds for dismissal from the program.

As stated in the *MS CMHC Mental Health Counseling Program Student Handbook*:

Internship, fieldwork, or practicum experiences as evaluated by faculty members and internship supervisors must also reflect the MS CMHC student's ability to meet program competencies. **Professional and interpersonal skills are essential determinants of success in these settings. Any MS CMHC student who receives a grade of No Credit ("NC") in a required fieldwork or internship course will be dismissed from the MS CMHC Program following a review of the circumstances surrounding the No Credit grade by** Program Director of the MS CMHC Program and/or members of the MS CMHC Program Committee.

Psychology fieldwork cannot be repeated for a changed grade. Requirements for earning credit are discussed in the syllabus of each course, including the fieldwork course. Professionalism while on internship is required to earn a credit for each semester. Failing to show up for client sessions, writing assessment reports and progress notes that are complete and submitted on time are required to earn credit for the fieldwork course. Failing to maintain this level of professionalism will result in

receiving a grade of No Credit for the fieldwork course and will be grounds for dismissal from the program.

Attendance

Attendance is required of all supervisions, trainings, staff meetings and any other meeting time set by the agency for that student unless an unresolvable conflict occurs. Students are required to let their placement supervisor, director, or any other essential personnel know when they are not able to attend or will be late for any appointment.

Consistent with the standards of professionalism required of all SJSU MS CMHC graduate students, it is the assumption of the MS CMHC Program that interns will miss no more than one type of meeting per semester at any agency. Failing to maintain professional standards of behavior on internship will be grounds for immediate dismissal from the graduate program.

Definition of a Credit Hour

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities. Other course structures will have equivalent workload expectations as described in the syllabus.

The credit hour is defined as the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester.

The expectation of work for a 3-credit course is 150-minuts of direct faculty instruction and six hours of out-of-class student work each week.

Consultation Protocol

This course is attached to your fieldwork experience. As graduate student you are expected to be attentive in meetings, participate in discussions, and limit other distractions.

You are expected you to attend every consultation meeting and required training session. If you have to miss one of these, you must let your consultant know as soon as you can. Professionalism is part of the evaluation criteria for successfully completing your fieldwork placement.

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>. Make sure to review these policies and resources.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. [Presidential Directive 97-03](#) requires that students with disabilities requesting accommodations must register with the [Accessible Education Center](#) (AEC) to establish a record of their disability.

SJSU Writing Center

The Writing Center now has two locations: Drop-in tutoring sessions are in Clark Hall, Suite 126. We Regularly scheduled tutoring sessions on the second floor in the MLK Library. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter) at <http://www.sjsu.edu/writingcenter>.

SJSU Counseling Services

The SJSU Counseling Services is located at the Student Wellness Center, room 300B. Professional psychologists, social workers, and counselors are available to provide consultation on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit [Counseling Services website](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.