

**BLOOMSBURG UNIVERSITY**  
**Department of Psychology**  
**Course Syllabus**

**Course:** Psychology Practicum (variable credit hrs.)

**Instructor:** Jeffrey D. Leitzel, Ph.D.

**Catalog #** Psych 497 (1795/1796)

**Phone:** (office) (570)389-4232 (mobile) 650-6286 (fax) 389-2019

**Spring 2019**

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**Web:** WWW.LEITZEL.COM

**Course Schedule:** Th 5-8 pm

**Office:** McCormick 2116

**Office hours:** M W 5:45-7:15 pm, Th 3-5 pm

### **COURSE GOAL and OBJECTIVES**

**The primary goal of this course is to facilitate your transition from student to professional in a human services field, with professional responsibilities, attitudes, and behaviors.**

You are expected to learn and demonstrate **professional attitudes and behaviors** in these areas:

- being on time for all responsibilities in your Practicum setting *and* in class
- completing your work in a professional manner and on time, in your Practicum setting *and* in class
- missing hours in your Practicum setting, *or* class meetings, *only* for illness or unavoidable schedule conflict
- communicating responsibly and professionally with clients, supervisors, and others
- identifying your strengths and areas for improvement in professional work
- accepting and acting on critical feedback from supervisors and other professionals
- writing professionally competent, grammatically correct papers and reports
- understanding ethical and human diversity issues in human services
- applying psychological concepts in practice
- making informed plans for your future

**TEXT:** Corey, G., Corey, M., & Callanan, P. (2011). *Issues and ethics in the helping professions*. (8th ed.) Belmont, CA: Brooks/Cole Cengage.

### **EVALUATION**

In this course, you will receive a **P** (Pass) or **F** (Fail) for your final grade. However, this is **NOT** the usual pass-fail course. **The Pass grade in this course requires professional-level performance, in your Practicum setting AND in the weekly Practicum assignments for class.**

Your grade will be based on two factors, which are equally important:

- (1) your learning and performance at your field site, evaluated by your on-site supervisor;
- (2) your class attendance and participation, and your writing of papers.

**Unsatisfactory performance on the supervisor evaluation OR attendance OR writing of assigned papers will result in a course grade of F.**

**You will receive regular feedback on your strengths *and* your areas for improvement. Your response to constructive, critical supervision, from me or from your Practicum setting supervisor, will be an important part of your grade.**

### **EVALUATION OF PAPERS FOR CLASS**

Writing professionally competent papers, on time, is an important goal of this course. Your course grade of P or F depends on your performance on these papers.

Each weekly paper is graded on a 0-3 scale: 3 = Excellent; 2 = Satisfactory; 1 = Unsatisfactory; 0 = Missing. (Students who are out of the Bloomsburg area must also submit weekly journals, which are graded on the same scale.) ***If your average grade on these papers, across the semester, is less than 2.0 on this scale, you will fail the course.***

The most important paper is the Summary Paper, due near the end of the semester. This paper is graded this on the same 0-3 scale. ***If your grade is below a 2 on this paper, you will fail the course.***

***Late papers are accepted ONLY in VERY EXCEPTIONAL circumstances. This MUST be arranged with me before the paper is due.***

### **ATTENDANCE AND PARTICIPATION**

By the end of the semester, you must complete **40 hours of work at your Practicum setting per credit hour** enrolled. You also must meet with your field supervisor or a person your supervisor designates, at least once a week. You are required to arrange a weekly work schedule with your field supervisor, and to email a copy of that schedule to me. Any absence at your field site must be made up, in order to complete your required number of hours there.

**You are required to attend class, unless you make arrangements with me ahead of time.** Most of this class time will be spent discussing your expectations, emotions, and experiences in your Practicum and how those relate to your future plans. This is a good time to learn from your classmates' experiences as well as from my supervision. If necessary, you may be required to meet with your field supervisor and faculty supervisor in your setting. **If you must miss class, you must make arrangements for this before class begins. This is a very important professional responsibility.** The reasons must involve illness, an event at your Practicum that cannot be rescheduled, a death in your immediate family, religious observance, or military duty. **You must submit a journal for any week that you miss class.**

**If your Practicum is outside the Bloomsburg region,** you are required to meet on campus for the first class, Thursday, August 30. After that, you are not required to attend classes on campus, but you are required to submit a weekly journal in addition to other paper requirements.

## PAPER DEADLINES

See "Practicum Paper Requirements" (handout, also on Bolt) for details on preparing and submitting all papers.

**See the Practicum Class Schedule for the dates of classes, which are due dates for papers (and journals if you must write them). Unless otherwise noted, you must submit required papers electronically, by 4 pm on the day of class.**

**If you miss any class, you must submit a journal** (an attachment to an email) for the week preceding that class. Submit journals as an email attachment, from your bloomu.edu address. Submit the journal as soon as possible after your absence.

**If your Practicum is outside the Bloomsburg region,** you must submit a weekly journal every week. Submit journals to Dr. Leitzel as an email attachment, from your bloomu.edu address. Your weekly journal is due by 4 pm on the day of class.

## PRACTICUM CLASS SCHEDULE

Beginning 1-31-2019, class meetings are in MHS 2131. You will be assigned to a small group that meets at 5 pm or 6:15 pm. Students must attend weekly classes unless you are outside the Bloomsburg region or have an unavoidable schedule conflict with Practicum duties.

Date	Assignment
1-24	Opening Class for all students, 5-8 pm, MCHS 2148
1-31	Reaction paper on "Listening and Helping Skills" (at course page). Directions are in that document on how to write and submit your paper.
2-7	Practicum Goals and Objectives Paper. <i>Discuss this with your field supervisor. Also interview your field supervisor this week for information for your Organizational Paper.</i>
2-14	Organizational Analysis Paper, Part One. <i>Submit this paper to the proper Bolt Dropbox.</i>
2-21	Organizational Analysis Paper, Part Two. <i>Submit paper copy in class. If you don't attend weekly classes, arrange how to submit this paper with Dr. Leitzel.</i>
2-28	Ch. 2 Discussion: Counselor as Person and Professional.
3-7	Ch. 3 Reaction Paper: Values and Helping - <i>Submit this and all remaining papers to the proper Bolt Dropbox.</i>
3-21	<b>No class on 3-14 - Spring Break</b> Ch. 4 Discussion: Diversity Issues
3-28	Ch. 6 Reaction Paper: Issues Concerning Confidentiality
4-4	Ch. 7 Discussion: Boundaries and Relationships
4-11	Reaction Paper on excerpts from "Quiet: The Power of Introverts" (in Bolt). See Paper Requirements, Reaction Paper section, for instructions about this paper.
4-18	Discussion of "Pathways to the Helping Professions" Find this reading at: <a href="http://www.bloomu.edu/psychology-pathways">http://www.bloomu.edu/psychology-pathways</a> (Read the portions most relevant to your career interests.)
4-25	Discussion of Dr. Marion Mason's Commencement Speech (View the speech at <a href="http://youtube/sS3nb54Ddgk">http://youtube/sS3nb54Ddgk</a> or at <a href="http://bupmediasite.passhe.edu/Mediasite/Play/095eeca9c1ac46c0bfb588315af46ea31d?playFrom=1417000">http://bupmediasite.passhe.edu/Mediasite/Play/095eeca9c1ac46c0bfb588315af46ea31d?playFrom=1417000</a> )
5-2	Summary Paper due Supervisor Evaluations accepted if you have them

**Final Deadline for Supervisor Evaluations: Thursday, 5-9-2019, 4 pm.**

**All hours in your Practicum setting must be completed by Friday, 5-10-2019.**