

SUL ROSS STATE UNIVERSITY

ED 7320: Professional Issues and Ethics in Counseling

Spring 2022

Instructor: Ms. Rebecca Greathouse Wren, M.Ed., LPC-S

Email: rebecca.wren@sulross.edu

Work Phone: 432.386.6973. Text or Email... (please include your name and this class).

Office Hours: By appointment. Please text (432-386-6973), or email (rebecca.wren@sulross.edu) to set up an appointment to meet by phone or Zoom.

Please read the syllabus carefully and refer to it throughout the course. All course objectives and expectations are outlined in the syllabus. If anything is unclear, please contact me for clarification.

REQUIRED MATERIALS:

- Sheperis, D., Henning, S., & Kocet, M. (2016). **Ethical decision making for the 21st century counselor**. SAGE: Thousand Oaks, California.
- American Psychological Association (2019). **The publication manual of the American Psychological Association**. Seventh Edition. Washington, D.C. American Psychological Association.
- **HIPAA Training for Individuals: Mental Health**
Link for Program: [HIPAA Training and Certification for Mental Health](#)
Pricing: One Course: **\$29.99**
PLEASE NOTE: If you can find a free or lower cost certificate program for HIPAA Training for Mental Health Professionals, email me the information about that program (Rebecca.wren@sulross.edu), or text me (432-386-6973) for approval.

Avg Completion Time: 1.5 Hours / Course

- **Format:** Online Self-Paced Training
- **Access:** Online Access for 90 Days
- **Certificate of Completion:** Yes
- **Certificate Expiry:** 2 Year
- **Wallet Card:** Yes
- **Audio:** Yes
- **License:** Single User

COURSE DESCRIPTION: A course to familiarize students with professional, legal, and ethical issues facing clinical mental health counselors. Focus will be an overview of business/family law and professional practice, the study of current board rule, and records management. Students are to demonstrate knowledge of and ability to apply, the Texas State Board of Examiners of Professional Counselors Statutes-Laws and Rules-Regulations.

PROGRAM LEARNING OUTCOMES

This course contributes to the following required program learning outcomes:

1. Students will demonstrate their ability to apply within guidance and counseling, their knowledge of human development, diversity, and factors that affect students'/clients' ability to achieve their potential.
2. Students will demonstrate their ability to plan, implement, and evaluate a developmental guidance program; this program will incorporate assessment, as well as individual and group counseling services utilizing appropriate theoretical frameworks, techniques, and interventions to address personal, interpersonal/social, educational, and career needs.
3. Students will demonstrate the ability to communicate and collaborate effectively with others in the school, with students' parents, and/or with the community in order to facilitate student/client success, and will demonstrate the ability to apply ethical, legal, and professional standards.

STUDENT LEARNING OUTCOMES:

The student will be able to:

1. Demonstrate their ability to apply within guidance and counseling, their knowledge of human development, diversity, and factors that affect client's ability to achieve their potential
2. Demonstrate their ability to plan, implement, and evaluate a developmental counseling program, this program will incorporate assessment, as well as individual and group counseling services utilizing appropriate theoretical frameworks, techniques, and interventions to address personal, interpersonal/social, and educational needs.
3. Demonstrate the ability to communicate and collaborate effectively with others in diverse settings, including the community in order to facilitate client success, and will demonstrate the ability to apply ethical, legal, and professional standards.

COUNSELOR EDUCATION MARKETABLE SKILLS:

1. Graduates will demonstrate oral and written communication skills to apply in careers related to mental and behavioral health including school counseling.
2. Graduates will demonstrate knowledge of ethics, social justice issues, and multicultural concerns to apply in careers related to mental and behavioral health including school counseling.
3. Graduates will demonstrate knowledge of human growth development throughout the lifespan to apply in careers related to mental and behavioral health including school counseling.

CLASS POLICIES

Attendance Policy: You are free to work at your convenience as long as you meet the assignment deadlines. You are expected to login to the Bb site several times each week. The University policy for attendance in web-delivered courses states that nonparticipation (not logging in) for more than 3 weeks in a long session, or for 1 week during a summer session, or 3 days for a midwinter session, may result in the student being dropped from the course by the professor. **Please check your Sul Ross email daily. LATE ASSIGNMENTS ARE NOT ACCEPTED.**

Academic Integrity: Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. A scholar is expected to be prepared and focused; meaningful and pertinent participation is appreciated. Examples of academic dishonesty include but are not limited to: Turning in work as original that was used in whole or part for another course and/or professor; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on a course assignment, examination, or quiz when collaboration is forbidden.

DISTANT LEARNING STATEMENT:

Students enrolled in distance education courses have equal access to the university's academic support services, such as Smarthinking, library resources, such as online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. **Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard**, which requires secure login information to verify students' identities and to protect students' information. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

COURSE OBJECTIVES

- provide an overview of becoming an ethical, competent counselor
- assist the reader's identification of his or her own personal values that influence the ethical decision-making process
- highlight ethical decision-making models that address specific considerations
- introduce a relational model of ethical decision making
- identify ethical and legal issues related to counseling practice
- introduce challenges specific to contemporary practice
- identify steps and processes for resolving ethical dilemmas
- highlight the ethical importance of social justice and advocacy for our clients and our profession

REQUIREMENTS

Students will:

- participate in Blackboard discussions.
- complete reading assignments and **study** the material **prior** to completing assignments.
- complete weekly written assignments on Discussion Board and the research paper.
- complete weekly chapter quizzes.
- practice professional conduct and ethics.
- practice respectful learning exchanges.

EVALUATION

Weekly Quizzes (due at 11:55 pm/ct almost every Friday) 30%

Discussion Board (due at 11:55 pm/ct almost every Saturday- Both your post and TWO responses to classmates are required by this deadline) 30%

Research Paper (submit where indicated on Blackboard by March 19, 2022) 25%

HIPAA Certification for Mental Health Professionals (submit where indicated on Blackboard by April 30, 2022) 15%

Course Grades:

A	B	C	F
91% - 100%	81% - 90%	71% - 80%	Below 71%

NOTE: Graduate students must maintain a 3.0 GPA to remain in good standing.

SRSU Disability Services: Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the Student's responsibility to initiate a request. Please contact me, Ms. Mary Schwartze-Grisham, M.Ed., LPC, Director/Counselor, Accessibility Services Coordinator, Ferguson Hall (Suite 112) at 432.837.8203; mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832. Students should then contact the instructor as soon as possible to initiate the recommended accommodations.

ASSIGNMENT DESCRIPTIONS

1. Chapter Quizzes (30% of overall grade)

There will be 12-chapter quizzes worth 40 points each. Each quiz is timed (60 minutes) and you must complete each quiz in one setting. You may not logon, logoff, and logon again. You may take the quiz two times before the deadline. Your highest grade will be recorded. You **MAY NOT** collaborate on the chapter quizzes. **To do so will violate stated rules regarding academic honesty and you will be dropped from the course.** Answers will not be provided until all students have taken each quiz.

Chapter quizzes are available, and you may take them in advance of the due date listed, however, you must complete each quiz by 11:55 p.m. (midnight) on the day each is due (Fridays). Each quiz will consist of 20 questions, true/false and multiple choice.

2. Discussion Board Activities (30% of overall grade)

You will be responsible for **one discussion board Post and two Responses for each chapter, most weeks.** Discussion board Posts and Responses to two of your classmates are due by 11:55 p.m. on Saturday. Each chapter discussion post is worth 15 points. Each chapter discussion board response is worth 5 points. There are 25 potential points total for each Discussion Board. Discussion Posts must be thorough, consisting of 2-3 substantial paragraphs, and references noted at the bottom of your post. After you have posted you may see your classmates' posts and respond to two. These must be thorough and substantial, also. You will not need references for these responses, but these are due with the post, on Saturdays by 11:55 pm.

3. Research Papers (25% of overall grade)

General Format for Written Work. NOTE: Your writing reflects your professionalism. A paper with multiple errors will receive a reduction in grade.

Writing Instructions: Each paper must be written using APA guidelines. Students are required to purchase the 7th edition of the APA writing manual. APA guidelines do include a Title page, citing of references and a reference page. In addition, each paper should include one-inch margins, 12-point font, New Roman style type, double line spacing, have all pages numbered, and be edited for spelling, punctuation, and grammar. Papers with multiple errors will receive a deduction in grade.

Submit all papers through **SafeAssign**. Percentages above 10% similarities from SafeAssign **must be corrected** before you submit your final paper.

Please note: Writing the entire scenarios and their following questions will NOT be counted in the 8–10-page count. Start your answers with noting its Case #.

Research Paper-Due March 19, 2022-Case Studies

Eight Case Studies are provided to you for this research paper. You will need to **choose four** of the case studies for this paper. You will research each case study using your textbook and **other reliable and good references**.

I require FIVE (5) reference per case study.

I have provided multiple web resources and journal articles which may assist you. On Blackboard under Course Content, please see folder named "Resources." Present your findings in an **eight-to-ten-page paper**.

Do not include the question in your paper, but your first sentence or paragraph should introduce the situation.

Typically, each paragraph will have at least one cited source. Even if you have re-written the information in your own words you must cite the source. If the information is not 100% from you, you must cite a source. Along with your APA manual, <http://www.apastyle.org> is a good reference web site for APA guidelines.

SafeAssign

What is the Safe Assignment Tool?

The Safe Assignment Tool is an advanced plagiarism prevention system deeply integrated with the Blackboard Learning Management System. SafeAssignment compares student papers submitted to Blackboard against an enormous wide range of sources and provides instructors with detailed Originality Reports. Because of SafeAssignment's flexibility, this product is an effective plagiarism prevention system that helps instructors to raise student awareness about plagiarism and to educate students about the ways to avoid plagiarism.

You can check your similarity report and make corrections if needed. With your similarity report, you will note highlighted areas that have similarity noted between your paper and another source. You will click on the tab within the colored square to see the percentage of the similarity. Percentages above 10% must be corrected. It does not matter if the source that is being noted for similarity is not the same source that you used. The system is telling you what you have written is too similar to another source and you need to make corrections. You may need to change up some of the wording or order of information to make it your information. More than three or four words in a row that are identical to the originating author can be detected. You can submit your paper as many times as you would like.

This system is designed to assist students with increasing awareness of plagiarism. Typically, plagiarism is an accidental occurrence and occurs when students do not realize their writing is overly similar to another source.

Certificate of HIPAA Training for Mental Health Professionals (15% of grade)

- **HIPAA Training for Individuals: Mental Health**

Link for Program: [HIPAA Training and Certification for Mental Health](#)

Pricing: One Course: **\$29.99**

PLEASE NOTE: If you can find a free or lower cost certificate program for HIPAA Training for Mental Health Professionals, email me the information about that program (Rebecca.wren@sulross.edu), or text me (432-386-6973) for approval.

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ED7320: Professional Issues and Ethics in Counseling/Spring 2022**Calendar of Assignments**

NOTE: LATE ASSIGNMENTS ARE NOT ACCEPTED

REMEMBER! THESE TIMES ARE CENTRAL TIME!

11:55 PM IS THE TIME DEADLINE

Assignment 1/Week 1- Get Acquainted- Due 11:55 pm

Discussion Board Posting and 2 classmate Responses-Due: Saturday, January 15.

Assignment 2/Week 2- Chapter 1- Due 11:55 pm

Quiz 1- Chapter 1- Due: Friday, January 21.

Chapter 1- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, January 22.

Assignment 3/Week 3- Chapter 2- Due 11:55 pm

Quiz 2- Chapter 2- Due: Friday, January 28.

Chapter 2- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, January 29.

Assignment 4/Week 4- Chapter 3- Due 11:55 pm

Quiz 3- Chapter 3- Due: Friday, February 4.

Chapter 3- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, February 5.

Voluntary Zoom Meeting: Sunday, February 6, 3:00 pm (central time):

Topic: My Meeting w ED 7320 class

Time: Sunday, Feb 6, 2022, 03:00 PM **Central Time**

Join Zoom Meeting

<https://us02web.zoom.us/j/85662968309?pwd=TFFLSVInbHhpNENNR3Q0MURGeUVjZz09>

Meeting ID: 856 6296 8309

Passcode: 729627

Assignment 5/Week 5- Chapter 4- Due 11:55 pm

Quiz 4- Chapter 4- Due: Friday, February 11.

Chapter 4- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, February 12.

Assignment 6/Week 6- Chapter 5- Due 11:55 pm

Quiz 5- Chapter 5- Due: Friday, February 18.

Chapter 5- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, February 19.

Assignment 7/Week 7- Chapter 6- Due 11:55 pm

Quiz 6- Chapter 6- Due: Friday, February 25.

Chapter 6- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, February 26.

Assignment 8/Week 8- Chapter 7- Due 11:55 pm

Quiz 7- Chapter 7- Due: Friday, March 4.

Chapter 7- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, March 5.

Spring Break- March 6 through March 12

Voluntary Zoom Meeting: Sunday, March 13, 3:00 pm (central time):

Topic: My Meeting w ED 7320 class

Time: Sunday, March 13, 2022, 03:00 PM **Central Time**

Join Zoom Meeting

<https://us02web.zoom.us/j/88177531318?pwd=cUhmTIR4SkNndmNsSld2d1FnUjdaZz09>

Meeting ID: 881 7753 1318

Passcode: 201486

RESEARCH PAPER- Final Research Paper due (post at appropriate place on Blackboard)- **Saturday, March 19**

Assignment 9/Week 10- Chapter 8- Due 11:55 pm

Quiz 8- Chapter 8- Due: Friday, March 25.

Chapter 8- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, March 26.

Assignment 10/Week 11- Chapter 9- Due 11:55 pm

Quiz 9- Chapter 9- Due: Friday, April 1.

Chapter 9- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, April 2.

Assignment 11/Week 12- Chapter 10- Due 11:55 pm

Quiz 10- Chapter 10- Due: Friday, April 8.

Chapter 10- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, April 9.

Voluntary Zoom Meeting: Sunday, April 10, 3:00 pm (central time):

Topic: My Meeting w ED 7320 class

Time: Sunday, April 10, 2022, 03:00 PM **Central Time**

Join Zoom Meeting

<https://us02web.zoom.us/j/86067560571?pwd=bUpJNmJkTkJWMXZHSIVqem9MaDhrUT09>

Meeting ID: 860 6756 0571

Passcode: 957361

Assignment 12/Week 13- Chapter 11- Due 11:55 pm

Quiz 11- Chapter 11- Due: Friday, April 15.

Chapter 11- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, April 16.

Assignment 13/Week 14- Chapter 12- Due 11:55 pm

Quiz 12- Chapter 12- Due: Friday, April 22.

Chapter 12- Discussion Board Posting and Responses to 2 classmates

-Due: Saturday, April 23.

HIPAA Training for Mental Health Professionals Certificate- Post your certificate on Blackboard (where indicated in Course Content). Due **Saturday, April 30**

Important Dates

<p>January 10- First Day of Classes</p> <p>January 17- Monday, Dr. Martin Luther King, Jr. Holiday</p> <p>March 14- Mid-semester</p> <p>March 28- Professor can drop student for excessive absences, last day for student to drop with grade of 'W.'</p>	<p>March 7-11- Spring Break</p> <p>April 15-Good Friday Holiday</p> <p>April 27- Last Class Day</p> <p>April 28- Dead Day</p> <p>April 29-May 4- Final Exams</p> <p>May 6- Grades due to be turned in for graduating students</p> <p>May 9- Grades due to be turned in</p>
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