

## COURSE SYLLABUS

<b>LAST REVIEW</b>	Spring 2021
<b>COURSE TITLE</b>	Counseling and Services Coordination
<b>COURSE NUMBER</b>	ADCN 0221
<b>DIVISION</b>	Social and Behavioral Sciences & Public Services
<b>DEPARTMENT</b>	Addictions Counseling
<b>CIP CODE</b>	51.1501
<b>CREDIT HOURS</b>	3
<b>CONTACT HOURS/WEEK</b>	Class: 3
<b>PREREQUISITES</b>	Prerequisite(s): ADCN0101 or ADCN0105
<b>COURSE PLACEMENT</b>	Students must meet the correct placement measure for this course. Information may be found at: <a href="https://www.kckcc.edu/admissions/information/mandatory-evaluation-placement.html">https://www.kckcc.edu/admissions/information/mandatory-evaluation-placement.html</a>

### COURSE DESCRIPTION

This course will acquaint the student with the process of client/patient management primarily in the field of substance use disorder counseling. The course will assist the student in how to demonstrate competency in a variety of treatment activities. This course will provide instruction for students seeking to be professional substance abuse counselors, currently substance abuse counselors, or other people who have a sincere desire to become better acquainted with this area of addiction counseling practice. A variety of activities will be assist the student in learning and understanding effective techniques to be used in addiction counseling practice and how to apply this information towards professional certification or licensure when applicable. Included in the instruction will be services coordination which includes referral and case management. These activities are used to connect substance-related disorder clients and their families with treatment services and other community resources. The navigation and coordination across multiple systems using case management and advocacy skills are reviewed to help students understand the connection to achieving established treatment and recovery goals. The study of legal and ethical issues will include the review of state and national codes of ethics for addiction counselors. The standards for professional behavior and scope of practice will be discussed as it relates to clinical practice with substance-related disorders clients and their families. The study of client rights, client responsibilities, and informed consent will be discussed as part of the intake and counseling process. Confidentiality as it relates to 42 CFR part 2 and HIPAA will be reviewed. Study of legal considerations in substance-related abuse counseling as it relates to "duty to protect" to client, others and the community.

### PROGRAM LEARNING OUTCOMES

Students will be able to:

1. Define the theories, skills, and attitudes associated with the core functions of a substance use disorder counselor (addiction counselor).
2. Describe the transdisciplinary foundations and competencies required of the addiction counselor.
3. Define professional and ethical behaviors necessary to work with clients, colleagues, the public, as well as other community and healthcare professionals.
4. Define appropriate professional and ethical behavior for substance abuse counselors.
5. Summarize the basic substance use disorder (addiction) counseling skills.
6. Analyze the skills and attitudes needed to be a professional addiction counselor.

### **General Education Learning Outcome**

- Basic Skills for Communication
- Mathematics
- Humanities
- Natural and Physical Sciences
- Social and Behavioral Sciences

### **Institutional Learning Outcomes**

- Communication
- Computation and Financial Literacy
- Critical Reasoning
- Technology and Information Literacy
- Community and Civic Responsibility
- Personal and Interpersonal Skills

### **TEXTBOOKS**

<http://kckccbookstore.com/>

### **METHODS OF INSTRUCTION**

A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

### **COURSE OUTLINE:**

- A. Introduction to classroom and expectations for students
- B. Introduction to general information used in substance-related disorder counseling and the 8 practice dimensions.
- C. Develop acceptance of a personal definition of addiction
- D. Explore person to utilize for development of a case study
- E. Review laws regarding confidentiality (42CFR Part 2) and HIPPA
- F. Discuss Substance Abuse Disorders in DSM-5 as it relates to the assessment and referral process
- G. Review counseling theorist to develop personal option
- H. Study various reporting requirements and duty to warn
- I. Demonstrate competency utilizing a case study presentation
- J. Understand record keeping requirements in addiction counseling
- K. Review requirements for becoming a substance abuse counselor.
- L. Examine ethical issues and counselor burn-out

### **COURSE LEARNING OUTCOMES AND COMPETENCIES**

Upon successful completion of this course, the student will:

*CLO# 1 The student will learn what is required to make referrals for care outside their scope of care*

*CLO #2 The student will identify health care law and ethical situations relating to addiction counseling.*

*CLO #3 The student will complete a patient/client related case study and develop a comprehensive treatment plan to demonstrate competency in providing services*

*CLO #4 The student will demonstrate ability to complete documentation of clinical activities in addiction treatment.*

*CLO#5 The student will be able to identify their current strengths and weaknesses to be able to utilize various resources to insure professional growth and competency,*

CLO#6 The student will be able to identify and utilize various resources in research, literature, and other sources to secure appropriate and accurate information on substance abuse, substance abuse disorders, and other areas related to substance abuse counseling.

### **COURSE COMPETENCIES:**

- A. The student must be able to demonstrate he or she can relate and participate with the established classroom program management.
- B. The student will develop their definition of chemical dependency.
- C. The student will understand the definition of the 8 practice dimensions.
- D. The student will understand the 42CFR Part 2.
- E. The student will review applications of HIPAA
- F. The student will identify ethical issues that affect addiction counseling
- G. The student will understand the various reporting requirements
- H. The student will understand treatment outcomes and cost offsets.
- I. The student will identify a fictional patient/client for a case history.
- J. The student will understand the DSM-5 Substance Related-Disorders.
- K. The student will explore their counseling theories.
- L. The student will develop a case presentation.
- M. The student will demonstrate competency in presenting a case study.
- N. The student will examine various assessment documents.
- O. The student will be able to identify the various stages of change.
- P. The student will develop four strategies of motivational enhancements.
- Q. The student will learn how to construct a treatment plan.
- R. The student will learn how to construct progress notes.
- S. The student will review the treatment of dual disorders.
- T. The student will examine the role of family in addiction treatment.
- U. The student will examine crisis identification and intervention.
- V. The student will review the impact of harm reduction in counseling.
- W. The student will understand the importance of 12-Step recovery group
- X. The student will compare the SMART program to traditional 12-Step.
- Y. The student will understand the affects of burn-out.
- Z. The student will learn of maintaining professional boundaries and counselor boundaries.
- AA. The student will demonstrate an understanding of ethical and legal responsibilities.

### **ASSESSMENT OF COURSE LEARNING OUTCOMES AND COMPETENCIES**

Student progress is evaluated through both formative and summative assessment methods. Specific details may be found in the instructor's course information document.

### **COLLEGE POLICIES AND PROCEDURES**

*Student Handbook*

<https://www.kckcc.edu/files/docs/student-resources/student-handbook-and-code-of-conduct.pdf>

*College Catalog*

<https://www.kckcc.edu/academics/catalog/index.html>

*College Policies and Statements*

<https://www.kckcc.edu/about/policies-statements/index.html>

*Accessibility and Accommodations*

<https://www.kckcc.edu/academics/resources/student-accessibility-support-services/index.html>.