Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.
COURSE SYLLABUS
COUN 500
ORIENTATION TO COUNSELOR PROFESSIONAL IDENTITY AND FUNCTION

COURSE DESCRIPTION
This course introduces students to concepts regarding the professional functioning of licensed professional counselors and marriage and family therapists, including history, roles, professional organizations, standards, and credentialing. Current issues in the practice of counseling and marriage and family therapy in a variety of professional settings are explored. Students are also introduced to program policies, graduate level writing and APA style.

RATIONALE
Orientation to the field of professional counseling requires a thorough understanding of professional identity and current professional issues related to counselor functioning in a variety of settings.

I. PREREQUISITE
For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASE
Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. ADDITIONAL MATERIALS FOR LEARNING
A. Computer with basic audio/video output equipment
B. Internet access (broadband recommended)
C. Creating and submitting files in Microsoft Word
D. Basic Blackboard navigation skills

IV. MEASURABLE LEARNING OUTCOMES
CACREP Standard | Assignment/Assessment | Reading/Class Discussion
---|---|---
G.1.a. history and philosophy of the counseling profession | Quiz chs. 1–2, 14; Identity Paper | Orientation: Counseling Programs
| | | • Granello, chs. 1–2, 14
G.1.b. professional roles, functions, and relationships with other human service providers, including strategies for | Quiz chs. 1–2; Identity Paper; Blog | Overview of Counseling
| | | • Granello, chs. 1–2
interagency/interorganization collaboration and communications

G.1.d. self-care strategies appropriate to the counselor role. Quiz chs. 5, 13; Wellness Paper

G.1.f. professional organizations, including membership benefits, activities, services to members, and current issues. Quiz chs. 1, 14

G.1.g. professional credentialing, including certification, licensure, and accreditation practices and standards, & effects of public policy on these issues. Quiz chs. 3–4; DB Forum 2

G.1.h. the role and process of the professional counselor advocating on behalf of the profession. DB Forums 1–3; Quiz chs. 2, 14

G.1.i. advocacy processes needed to address institutional and social barriers that impede access, equity, and success for clients. Blog Quiz chs. 2, 10,14

G.1.j. ethical standards of professional organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling. Quiz ch. 12; DB Forum 2

G.5.a. an orientation to wellness and prevention as desired counseling goals; Quiz ch. 6, 13; Wellness Paper

V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations

B. Course Requirements Checklist

After reading the Course Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (2)

Discussion boards are collaborative learning experiences. Therefore, the student is required to create a thread in response to the provided prompt for each forum. For Discussion Board Forum 1, the student will create a thread of 350–400 words; for Discussion Board Forum 2, the student will complete the worksheet provided in Blackboard. The assertions for each thread must be supported with a minimum of 1 scholarly source cited in current APA format. In addition to the thread, the student is required to reply to 1 other classmate’s thread for each forum. Each reply must be 150–200 words with a minimum of 1 scholarly source. (MLOs: E, F, H)

D. Blogs (2)
Blackboard blogs provide the student with a place to express personal opinion and respond to the opinions of fellow classmates. (MLOs: B, G)

E. Criminal Background Check

The student will purchase a background check from American Databank and then submit proof of purchase to Blackboard.

F. Counselor Identity Paper

The student will write a 3-page paper in current APA format that focuses on counselor identity. (MLOs: A, B)

G. MA Counseling Manual Scavenger Hunt

The student will use the MA Counseling Handbook to complete a scavenger hunt in order to become familiar with the policies and procedures applicable to the student and Liberty University’s Department of Counselor Education and Family Studies. (MLO: D)

H. Critical Article Review

The student will write a 3-page paper in current APA format that focuses on multicultural awareness in counseling. (MLOs: B, D)

I. Counselor Impairment Paper

The student will write a 3–4-page paper in current APA format that focuses on the definition, incidence, and signs of counselor impairment and a personal assessment and wellness plan. (MLOs: A, B, C, D, I)

J. Wellness Assessment and Plan Paper

The student will write a 4–8-page paper in current APA format that discusses his/her results of several personal assessments and how to implement wellness strategies. (MLOs: C, I)

K. Quizzes (14)

Each quiz will cover the Reading & Study material for the module/week in which it is assigned. Each quiz will be open-book/open-notes, contain 10 multiple-choice questions, and have a 20-minute time limit. (MLOs: A, B, C, D, E, F, G, H, I)

VI. Course Grading and Policies

A. Points

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
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<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (2 at 75 pts ea)</td>
<td>150</td>
</tr>
<tr>
<td>Blogs (2 at 80 pts ea)</td>
<td>160</td>
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<tr>
<td>Criminal Background Check</td>
<td>50</td>
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<tr>
<td>Counselor Identity Paper</td>
<td>100</td>
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<tr>
<td>MA Counseling Manual Scavenger Hunt</td>
<td>100</td>
</tr>
<tr>
<td>Critical Article Review</td>
<td>100</td>
</tr>
<tr>
<td>Counselor Impairment Paper</td>
<td>100</td>
</tr>
</tbody>
</table>
Wellness Assessment and Plan Paper 100
Quizzes (14 at 10 pts ea) 140
Total 1010

B. Scale
D- = 680–699   F = 0–679

C. LiveText Submission Policy
All LiveText assignments—including those submitted in Blackboard and/or via SafeAssign—must be submitted to LiveText in order for the student to receive credit for them.

D. Late Assignment Policy
If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:
1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the course will not be accepted.
4. Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D. Tests/Exams
1. For timed tests/exams students are required to complete the exam within the assigned time. For students who exceed this time limit a penalty of 1 point may be deducted for each minute they exceed the assigned time limit.
2. Students must take the exam during the assigned module/week. Late submissions will be penalized at 5% per day, cumulative, with no test/exam being accepted seven (7) days after the original due date without written approval from the professor. Whenever possible, this approval must be sought prior to the test/exam due date.

E. Dual Relationship
The faculty is responsible to interact with counseling students in a supervisory capacity/role. As such, faculty may provide students professional principles, guidance, and recommendations as it relates to the context of the student-client
setting. The faculty is responsible to avoid dual relationships with students such as entering a student-counselor or student-pastor relationship. Thus, the faculty does not provide personal counseling addressing student personal problems. If a faculty member perceives that a student is in need of personal or professional counseling, then that faculty member will recommend that the student pursue either pastoral or professional assistance from a counselor in their community.

F. Limits of Confidentiality

In the event of a student’s disclosure, either verbally or in writing, of threat of serious or foreseeable harm to self or others, abuse or neglect of a minor, elderly or disabled person, or current involvement in criminal activity, the faculty, staff, administrator, or supervisor will take immediate action. This action may include, but is not limited to, immediate notification of appropriate state law enforcement or social services personnel, emergency contacts, and notification of the appropriate program chair or online dean. The incident and action taken will become part of the student’s permanent record.

G. Instructor Feedback and Response Time

Responses to student emails will be provided within 48 hours and assignment feedback will be given within 1 week from the assignment due date.

H. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.

I. Quality Matters Seal of Approval

This certification mark recognizes that this course met Quality Matters Review Standards.

Quality Matters (QM) is a non-profit organization committed to quality assurance in Online Education. Courses that have received the QM Seal of Approval have passed rigorous reviews by Quality Matters evaluators and maintain their approval for five years.
# COURSE SCHEDULE

## COUN 500


<table>
<thead>
<tr>
<th>MODULE/WEEK</th>
<th>READING &amp; STUDY</th>
<th>ASSIGNMENTS</th>
<th>POINTS</th>
</tr>
</thead>
</table>
| 1           | Clinton & Ohlschlager: chs. 1–3  
Granello & Young: chs. 1–2  
2 presentations | Course Requirements Checklist  
Class Introductions  
DB Forum 1  
Criminal Background Check  
Quiz 1  
Quiz 2 | 10  
0  
75  
50  
10  
10 |
| 2           | Granello & Young: chs. 3–4  
1 presentation  
4 websites | Counselor Identity Paper  
Quiz 3  
Quiz 4 | 100  
10  
10 |
| 3           | Granello & Young: chs. 5–6  
1 website | DB Forum 2  
MA Counseling Manual Scavenger Hunt  
Quiz 5  
Quiz 6 | 75  
100  
10  
10 |
| 4           | Granello & Young: chs. 7–8  
4 presentations | Professional Counseling Skills Video Blog  
Quiz 7  
Quiz 8 | 80  
10  
10 |
| 5           | Granello & Young: chs. 9–10  
1 website | Critical Article Review  
Quiz 9  
Quiz 10 | 100  
10  
10 |
| 6           | Granello & Young: chs. 11–12  
1 presentation  
1 PDF | Counselor Impairment Paper  
Quiz 11  
Quiz 12 | 100  
10  
10 |
| 7           | Granello & Young: ch. 13  
1 presentation | Wellness Assessment and Plan Paper  
Quiz 13 | 100  
10 |
| 8           | Granello & Young: ch. 14 | Class Wrap Up  
Social Justice Video Blog  
Quiz 14 | 0  
80  
10 |

LUC = Liberty University Custom  
DB = Discussion Board

**NOTE:** Each course module/week begins on Monday morning at 12:00 a.m. (ET) and ends on Sunday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.