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

MAAC 501
ETHICAL AND LEGAL ISSUES IN COUNSELING

COURSE DESCRIPTION
This course introduces students to concepts regarding ethical and legal issues encountered by professional counselors, including ethical principles, professional codes of ethics, identifying and resolving ethical dilemmas, ethical decision-making models, and legalities of the profession. Current issues in therapeutic practice in a variety of professional settings including addiction counseling are explored.

RATIONALE
Developing excellence in the field of professional counseling requires a thorough understanding of current professional, ethical, and legal issues related to counselors functioning in a variety of settings including those that help with addictions. A focus on learning how to systematically evaluate ethical issues from both a biblical and clinical perspective is critical and will enable the student to develop a solid foundation for facing the complex and challenging ethical issues that await him/her in the field of counseling. Knowledge of the 12 core functions provide a backbone to ethical practice as an alcohol and drug abuse counselor.

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. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:

A. Describe the main ethical and legal issues involved in professional counseling.
B. Compare and contrast the relevant ethics codes of professional organizations and credentialing bodies.
C. Differentiate the counselor’s roles and responsibilities as a member of an interdisciplinary emergency management response team in a variety of settings.
D. Identify the role of the counselor in advocating for the profession and in addressing institutional and social barriers that hinder the client’s access to mental health care.
E. Apply the counseling and state board ethics codes to common clinical situations.
F. Identify signs of counselor impairment and develop a personal plan of counselor wellness.
G. Identify models and ethics of counseling supervision and consultation.
H. Identify ethical methods of spiritual integration within the counseling setting.
I. Identify and apply the 12 core functions into common clinical situations.

IV. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations
B. Background Check
   A background check policy has been implemented as a requirement for entering the Liberty University’s Graduate Counseling degree programs. Links and instructions for this will be found under week one. Students will complete this by the end of Module/Week 1.
C. Course Requirements Checklist
   After reading the Course Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.
D. Discussion Board Forums (4)
   Discussion boards are collaborative learning experiences in which both the student and the instructor interact to bring more content and learning to the experience. Therefore, the student will create a thread in response to the provided prompt for each forum. Each thread must be 350–400 words and demonstrate course-related knowledge. The assertions for each thread must be supported with at least 1 scholarly source cited in current APA format. In addition to the thread, the student will write 1 reply to the instructor and 1 reply to a classmate’s thread. Each reply must be supported with at least 1 scholarly source cited in current APA format. Each reply must be 150–200 words.
E. Code of Ethics Comparison Paper
   The student will write a 3 page paper comparing and contrasting two codes of ethics. The paper must include at least 2 references and be in current APA format.
F. Ethical Minute Papers (2)
   The student will view the ethical minute segments that discuss relevant topics to the counseling field. After watching the presentations in the assigned modules/weeks, the student will write a 1–2-page paper. The paper must include at least 2 references and be in current APA format.
G. Ethical Decision Making Paper

The student will review the ACA ethical decision-making model and apply it to a case. The paper must be 6–9 pages, be in current APA format, and include at least 6 references.

H. Reading Responses (4)

There are 4 reading responses that cover the Reading & Study material for the previously assigned modules/weeks. Each reading response consists of 4-5 short answer questions. Reading responses are open book with no time limit. Each reading response is worth 20 points towards your final grade.

I. 12 Core Functions Quiz

The student will review the 12 core functions of substance abuse counseling and take a 10 question quiz. There will be no time limit for this quiz.

V. COURSE GRADING AND POLICIES

A. Points

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 Core Functions Quiz</td>
<td>80</td>
</tr>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (4 at 100 pts ea)</td>
<td>400</td>
</tr>
<tr>
<td>Code of Ethics Comparison Paper</td>
<td>80</td>
</tr>
<tr>
<td>Ethical Minute Papers (2 at 80 pts ea)</td>
<td>160</td>
</tr>
<tr>
<td>Ethical Decision-Making Paper</td>
<td>200</td>
</tr>
<tr>
<td>Reading Responses (4 at 20 pts ea)</td>
<td>80</td>
</tr>
</tbody>
</table>

Total 1010

B. Scale

D- = 680–699  F = 0–679

C. 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. Quiz

1. Students must take the quiz during the assigned module/week. Late submissions will be penalized at 5% per day, cumulative, with no quiz 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 quiz 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. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at LUODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.
## COURSE SCHEDULE
### MAAC 501

<table>
<thead>
<tr>
<th>MODULE/WEEK</th>
<th>READING &amp; STUDY</th>
<th>ASSIGNMENTS</th>
<th>POINTS</th>
</tr>
</thead>
</table>
| 1           | Remley & Herlihy: chs. 1–2  
Sanders: chs. 1–2  
1 presentation  
1 website | Course Requirements Checklist  
Background Check  
Class Introductions  
DB Forum 1  
Reading Response 1 | 10  
0  
0  
100  
20 |
| 2           | Remley & Herlihy: chs. 3, 16  
Sanders: chs. 9–10, 12  
1 presentation  
1 website (ACA code of Ethics)  
NAADAC Code of Ethics | Code of Ethics Comparison Paper | 80 |
| 3           | Remley & Herlihy: chs. 4, 15  
Sanders: chs. 3–4  
1 presentation  
1 website  
Review 12 core functions | DB Forum 2  
Reading Response 2  
12 Core Functions Quiz | 100  
20  
80 |
| 4           | Remley & Herlihy: chs. 5, 14  
Sanders: ch. 20  
2 presentations  
1 website | Ethical Minute Paper 1 | 80 |
| 5           | Remley & Herlihy: chs. 6, 13  
Sanders: ch. 13  
1 presentation  
2 websites | Ethical Minute Paper 2  
Reading Response 3 | 80  
20 |
| 6           | Remley & Herlihy: chs. 7, 10  
2 websites | DB Forum 3 | 100 |
| 7           | Remley & Herlihy: chs. 8–9  
Sanders: chs. 5–6  
1 presentation  
4 websites | DB Forum 4  
Reading Response 4 | 100  
20 |
| 8           | Remley & Herlihy: chs. 11–12  
Sanders: chs. 7–8  
2 websites | Class Conclusions DB  
Ethical Decision Making Paper | 0  
200 |

**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**.