

Course Outline of Record

1. Course Code: HSAD-033B
2.
 - a. Long Course Title: Alcohol & Drug Supervised Internship II
 - b. Short Course Title: SUPRVSD INTRNSHP II
3.
 - a. Catalog Course Description:

This course concludes the HSAD Internship experience begun in Supervised Internship I - HSAD 033A/HSAD 095B). The student will continue to develop and apply counseling and communication skills in a supervised internship in the field of drug and alcohol studies. Students will continue to master the 12 core functions of substance abuse counseling and apply these skills. The Internship experience consists of lecture (HSAD 033B) and clinical experience (HSAD 095B). HSAD 033B is the lecture component. During lecture, students will expand on their counseling and communication skills and ability to apply the 12 Core Functions. They will also prepare for state certification and employment. Supervised Internship (HSAD 033B) is a required component of the HSAD Certificate and Degree Program. In the Co-Requisite HSAD 095B, students will apply and refine knowledge and skills developed in the classroom in diverse drug and alcohol treatment programs.
 - b. Class Schedule Course Description:

This course concludes the HSAD Internship experience begun in Supervised Internship I - HSAD 033A/HSAD 095B). The student will continue to develop and apply counseling and communication skills in a supervised internship in the field of drug and alcohol studies.. Students will continue to master the 12 core functions of substance abuse counseling and apply these skills. The Internship experience consists of lecture (HSAD 033B) and clinical experience (HSAD 095B). HSAD 033B is the lecture component. During lecture, students will expand on their counseling and communication skills and ability to apply the 12 Core Functions. They will also prepare for state certification and employment. Supervised Internship (HSAD 033B) is a required component of the HSAD Certificate and Degree Program. In the Co-Requisite HSAD 095B, students will apply and refine knowledge and skills developed in the classroom in diverse drug and alcohol treatment programs.
 - c. Semester Cycle (*if applicable*): Fall and Spring
 - d. Name of Approved Program(s):
 - ALCOHOL AND DRUG STUDIES Certificate of Achievement
 - ALCOHOL AND DRUG STUDIES AA Degree for Employment Preparation
4. Total Units: 1.00 Total Semester Hrs: 18.00
 Lecture Units: 1 Semester Lecture Hrs: 18.00
 Lab Units: 0 Semester Lab Hrs: 0
 Class Size Maximum: 25 Allow Audit: No
 Repeatability No Repeats Allowed
 Justification 0
5. Prerequisite or Corequisite Courses or Advisories:

Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm1-A)

 Prerequisite: HSAD 032A
 Prerequisite: HSAD 033A
 Prerequisite: HSAD 095B
 Corequisite: HSAD 032B
 Corequisite: HSAD 095B
6. Textbooks, Required Reading or Software: (*List in APA or MLA format.*)
 - a. Capuzzi, D. & Stauffer, M. D. (2016). *Foundations of Addictions Counseling* (3nd/e). Upper Saddle River

HSAD 033B-Alcohol & Drug Supervised Internship II

Pearson. ISBN: 9780133998641

College Level: Yes

Flesch-Kincaid reading level: N/A

b. Baird, B. (2013). *Internship, Practicum, and Field Placement Handbook* (7th/e). New York Pearson Prentice-Hall. ISBN: 978-020595965

College Level: Yes

Flesch-Kincaid reading level: N/A

c. Brown, S. & Lewis V. (2002). *The Alcoholic Family in Recovery: A Developmental Model* (2nd/e). New York Guilford. ISBN: 9781572308343

College Level: Yes

Flesch-Kincaid reading level: N/A

7. Entrance Skills: *Before entering the course students must be able:*

a. Participate in their internship assignments under the direction and monitoring of agency supervisors and their Supervised Practicum I instructor.

- HSAD 033A - Participate in their internship assignments under the direction and monitoring of agency supervisors and their Supervised Practicum I instructor.

b. Define three measurable objectives for their internship assignments and determine when and how the goals might be achieved.

- HSAD 033A - Define three measurable objectives for their internship assignments and determine when and how the goals might be achieved.

c. Develop communication and relationships with clients on an individualized basis.

- HSAD 033A - Develop communication and relationships with clients on an individualized basis.

d. Demonstrate beginning knowledge, understanding, application, analysis, synthesis, evaluation, and competence in the following areas: i. Professional identity, including self-awareness and commitment to the values and ethics of the profession. ii. Human behavior, group dynamics, cultural diversity, abused drugs, human sexuality, and counseling. iii. The dynamics of chemical and psychological dependency, including the categories of alcohol and drugs, and their affects, effects, and complications related to psychosocial and medical problems, evaluation procedures and reference material. iv. Treatment coordination, including continuity of care and referral and follow-up services. v. Legal and administrative statutes, rules and regulations, including commitment procedures and clients' rights. vi. Counseling and intervention skill, including crisis intervention. vii. Assessment, planning, and referral skills. viii. Case management and recording, including written and verbal communication skills. ix. Screening, in-take, and orientation procedures. x. Client education and professional consultation. xi. Structure and function of an agency. xii. Self-evaluation and professional growth. xiii. Use of supervision and constructive criticism.

- HSAD 033A - Demonstrate beginning knowledge, understanding, application, analysis, synthesis, evaluation, and competence in the following areas:

8. Course Content and Scope:

Lecture:

Introduction to internship and information regarding fieldwork sites. Explanations of the cause of substance abuse. Skills and knowledge for substance abuse counseling Treatment approaches to substance abuse View the family as a client Physiological, sociological, and psychological influences on the family Relevance of etiology of treatment and prevention Diagnosing the process of recovery from addiction as it affects the entire family Treating the family

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Lab: (if the "Lab Hours" is greater than zero this is required)

9. Course Student Learning Outcomes:

1.

Apply previously learned curriculum in a work/study internship under the direction and monitoring of agency supervisors and the student's Supervised Practicum instructor.

2.

Develop communication and relationships with clients on an individualized basis.

3.

Define and achieve three measurable objectives for their internship assignments.

4.

Demonstrate knowledge, understanding, and beginning competence in the field of substance abuse counseling.

10. Course Objectives: *Upon completion of this course, students will be able to:*

a. Participate in their second internship assignments under the direction and monitoring of agency supervisors and their Supervised Internship/Practicum II instructor.

b. Define three additional, measurable objectives for their second internship assignments and determine when and how the goals might be achieved.

c. Practice more sophisticated communication and relationships with clients on an individualized and group basis.

Demonstrate intermediate knowledge, understanding, application, analysis, synthesis, evaluation, and competence in the following areas:

e. Professional identity, including self-awareness and commitment to the values and ethics of the profession.

f. Human behavior, group dynamics, cultural diversity, abused drugs, human sexuality, and counseling.

g. The dynamics of chemical and psychological dependency, including the categories of alcohol and drugs, and their affects, effects, and complications related to psychosocial and medical problems, evaluation procedures and reference material.

h. Treatment coordination, including continuity of care and referral and follow-up services.

i. Legal and administrative statutes, rules and regulations, including commitment procedures and clients' rights.

j. Counseling and intervention skill, including crisis intervention.

k. Assessment, planning, and referral skills.

l. Case management and recording, including written and verbal communication skills.

m. Screening, in-take, and orientation procedures.

n. Client education and professional consultation.

o. Structure and function of an agency.

p. Self-evaluation and professional growth.

q. Use of supervision and constructive criticism.

11. Methods of Instruction: (*Integration: Elements should validate parallel course outline elements*)

a. Clinical

b. Discussion

c. Lecture

d. Observation

e. Participation

f. Role Playing

Other Methods:

Group Projects Mentorship Clinical experience Interviews Job shadowing Skill demonstration Videos/films

12. Assignments: (*List samples of specific activities/assignments students are expected to complete both in and outside of class.*)

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In Class Hours: 18.00

Outside Class Hours: 36.00

a. In-class Assignments

1. Closely observe the learning experience in the Supervised Internship agency and share these experiences constructively in class.
2. Investigate the problems, treatment, and influences of alcoholism through discussions, readings, activities, written exercises, and speaker presentations.
3. On a weekly basis, update and maintain paperwork documenting achievement of 12 Core Functions of an Addiction Counselor.

b. Out-of-class Assignments

1. Supervised interns will rotate assignments at the agency in order to view and participate in all aspects of the agency's functions and methods.
2. Readings/textbooks
3. Research on Internet (CCAPP site)

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- Written homework
- Guided/unguided journals
- True/false/multiple choice examinations
- Mid-term and final evaluations
- Student participation/contribution
- Other

1. An agency supervisor evaluates supervised interns for each rotation. These evaluations are shared with the Practicum/Internship Supervisor. The Practicum/Internship Supervisor shares agency evaluations with supervised interns. The Practicum/Internship Supervisor and the intern discuss and make adjustments as necessary. 2. All documentation of hours must be entered on a weekly basis. At the end of the semester, students must have completed a minimum of 128 hours practicing the 12 Core Functions of an addiction counselor. (10-11 hours in each of the functions)

14. Methods of Evaluating: Additional Assessment Information:

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO - Career and Technical Education

Fulfill the requirements for an entry- level position in their field.

Apply critical thinking skills to execute daily duties in their area of employment.

Display the skills and aptitude necessary to pass certification exams in their field.

IO - Personal and Professional Development

Self-evaluate knowledge, skills, and abilities.

Develop realistic goals.

Display habits of intellectual exploration, personal responsibility, and physical well being.

Demonstrate an understanding of ethical issues to make sound judgments and decisions.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year
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17. Special Materials and/or Equipment Required of Students:

18. Materials Fees: Required Material?

Material or Item	Cost Per Unit	Total Cost
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19. Provide Reasons for the Substantial Modifications or New Course:

Course modification. What was a 3 unit lecture/lab will now be offered in 2 components. HSAD 033B will become one unit lecture with a 2 unit Co-Requisite of HSAD 095B - Clinical Work Experience. Units will remain same for the overall HSAD Internship Experience but will now be broken into a 1 hour lecture (HSAD 033B) and Co-Requisite 2 unit clinical fieldwork/internship (HSAD095B).

- 20. a. Cross-Listed Course (Enter Course Code): *N/A*
- b. Replacement Course (Enter original Course Code): *N/A*

21. Grading Method (choose one): Letter Grade Only

22. MIS Course Data Elements

- a. Course Control Number [CB00]: CCC000579036
- b. T.O.P. Code [CB03]: 210440.00 - Alcohol and Controlled Su
- c. Credit Status [CB04]: D - Credit - Degree Applicable
- d. Course Transfer Status [CB05]: B = Transfer CSU
- e. Basic Skills Status [CB08]: 2N = Not basic skills course
- f. Vocational Status [CB09]: Clearly Occupational
- g. Course Classification [CB11]: Y - Credit Course
- h. Special Class Status [CB13]: N - Not Special
- i. Course CAN Code [CB14]: *N/A*
- j. Course Prior to College Level [CB21]: Y = Not Applicable
- k. Course Noncredit Category [CB22]: Y - Not Applicable
- l. Funding Agency Category [CB23]: Y = Not Applicable
- m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (if program-applicable): *N/A*

Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)

23. Enrollment - Estimate Enrollment

First Year: 0
Third Year: 0

24. Resources - Faculty - Discipline and Other Qualifications:

- a. Sufficient Faculty Resources: Yes
- b. If No, list number of FTE needed to offer this course: *N/A*

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (Explain:)

N/A

27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

28. Originator Linda Emerson Origination Date 10/17/16