



## PSYC6303 Ethical, Legal, and Professional Issues in Counseling Church & Community Ministries Division.

Kristyn S. Carver, Ph.D, LPC-S  
Professor of Psychology & Counseling  
3939 Gentilly Blvd.  
New Orleans, LA 70126  
(504) 282-4455, ext. 3743  
[kcarver@nobts.edu](mailto:kcarver@nobts.edu)

Jeffrey Riley, Ph.D  
Professor of Ethics  
3939 Gentilly Blvd.  
New Orleans, LA 70126  
(504) 816-8017  
[Jriley@nobts.edu](mailto:Jriley@nobts.edu)

Grader: Myles Schutte  
Email: [myles\\_schutte@alumni.baylor.edu](mailto:myles_schutte@alumni.baylor.edu)

---

*The mission of New Orleans Baptist Theological Seminary is to equip leaders to fulfill  
the Great Commission and the Great Commandments through the local church and its ministries.*

---

### **Purpose of Course**

The purpose of this course is to help students develop ethical, legal, and professional practices in counseling.

### **Our Core Values**

The seminary has five core values. The focal core value for 2015-2016 is Mission Focus. This course supports the five core values of the seminary.

*Doctrinal Integrity:* Knowing that the Bible is the Word of God, we believe it, teach it, proclaim it, and submit to it. Our confessional commitments are outlined in the "Articles of Religious Belief" and the "Baptist Faith and Message 2000."

*Spiritual Vitality:* We are a worshiping community emphasizing both personal spirituality and gathering together as a Seminary family for the praise and adoration of God and instruction in His Word.

*Mission Focus:* We are not here merely to get an education or to give one. We are here to change the world by fulfilling the Great Commission and the Great Commandments through the local church and its ministries.

*Characteristic Excellence:* What we do, we do to the utmost of our abilities and resources as a testimony to the glory of our Lord and Savior Jesus Christ.

*Servant Leadership:* We follow the model of Jesus and exert leadership and influence through the nurture and encouragement of those around us.

The Core Value Focus for this academic year is Mission Focus

### **Curriculum Competencies Addressed**

NOBTS faculty members realize that all ministers need to develop specific competencies if they are going to have an effective ministry. To increase the likelihood of NOBTS graduates having an effective ministry, the faculty developed a competency-based curriculum after identifying seven essential competencies necessary for effective ministry. All graduates are expected to have at least a minimum level of competency in all of the following seven areas:

*Biblical Exposition:* To interpret and communicate the Bible accurately.

*Christian Theological Heritage:* To understand and interpret Christian theological heritage and Baptist polity for the church.

*Disciple Making:* To stimulate church health through mobilizing the church for missions, evangelism, discipleship, and church growth.

*Interpersonal Skills:* To perform pastoral care effectively, with skills in communication and conflict management.

*Servant Leadership:* To serve churches effectively through team ministry.

*Spiritual and Character Formation:* To provide moral leadership by modeling and mentoring Christian character and devotion.

*Worship Leadership:* To facilitate worship effectively.

The curriculum competencies addressed in this course are:

1. *Spiritual and Character Formation:* As students work through ethical decision making they will gain competence in spiritual and character formation.
2. *Christian & Theological Heritage:* Through the examination of the foundations of Christian Ethics, students will strengthen their grasp of Christian & Theological heritage.

## **Course Catalog Description**

This course is designed to address ethical, legal and practical issues relevant to the practice of professional counseling. The first half of the course will address the following professional counseling topics: Developing personal Ethics; Licensure and certification (LPC, NBCC, AAMFT); legal matters and potential liabilities; practice management; and the emotional, spiritual, and practical concerns of the practicing Christian counselor. The second half of the course is designed to teach a process of ethical decision making to help increase a student's awareness of ethical practice. Students will examine the code of ethics statements of the American Association of Marriage and Family Therapy, Louisiana Licensed Professional Counselors Board of Examiners, and the American Psychology Association. Role-plays and CD-ROM segments will be utilized to gain an experiential understanding regarding ethical responses to topics such as boundaries issues, moral issues, dual relationships, confidentiality, financial matters, termination processes, and duty to report and warn.

## **Student Learning Outcomes**

The overarching goal of the course is to stimulate the student to think critically about major issues related to sound and professional practices in psychology and counseling. The student involved in this course should be able to accomplish the following:

- 1) become familiar with issues related certification and licensure;
- 2) be aware of prominent legal issues involved in counseling and ways to minimize legal liabilities;
- 3) become familiar with the practical administrative issues involved in practice management, including the various forms that are required to function in an ethical and efficient manner;
- 4) identify and develop their own approach to fee assessment and practice management that reflects a health consideration of ministerial, therapeutic, and practical needs and objectives;
- 5) formulate their own position on selected ethical and professional issues in counseling;
- 6) become thoroughly familiar with the ethical codes and standards of the major mental health professional; and
- 7) understand and apply the eight steps in making ethical decisions as outlined in the reading.

## **The Embedded Assignment**

*This assignment is an embedded assignment that will be completed by all students for all sections of this course. The rubric for grading this assignment is attached to this syllabus. Please complete the assignment in accordance with the syllabus and this rubric.*

Personal essays on selected ethical issues: One paper is to be submitted. The paper will consist of an essay designed to answer one central ethical question. The paper should reflect the results of personal study, research, and thoughts related to given ethical and professional issues. The essay is to be 6 - 8 pages in length, double spaced, and typed in APA format. Students should avoid writing in first person. Students are to select a question that is personally challenging and will help the student think through the ethical/legal/professional issue related to counseling. The essay should demonstrate the students has narrowed down a question to a clear focus, that taken a definite position, developed it fully, and given logical reasons for the perspectives. Reasoning should be supported by ethical codes and research.

An example of a question on which to build an essay would include: “The codes of conduct endorsed by AAMFT state that the therapist’s task is to advance the welfare of the family (client). If the client is not achieving the stated goals for therapy yet states she wants to remain in therapy anyway, how does the therapist determine if the client’s welfare is being advanced and justify maintaining a professional helping relationship with this client?”

To write an outstanding paper, you will need to show evidence that you have read the relevant material in the textbook and that you have done supplementary reading on each issue in question (see journal articles, or chapters from books listed at the end of the chapters in your textbook). Your paper needs to have at least 4-6 scholastic sources. You may wish to consider selecting topics that you are struggling with or have experience with in your work/life. The papers should help you to develop your own positions on these issues and demonstrate the ability to back these views with supporting evidence.

This is a THOUGHT PAPER and not merely a summary of information paper. Take a SPECIFIC position, show why you take such a position, and then develop your own viewpoints by giving reasons for the statements you make. The paper should be designed to specifically interact with the 8 Steps in Ethical Decision Making listed in your textbook.

**(All papers are to utilize APA form and style)**

### Textbooks

The following texts are required reading for class discussions and are to be read in their entirety unless otherwise specified.

AAMFT, *Legal Guidelines for Family Therapists with Selected Ethical Opinions*.  
<http://www.aamft.org/imispublic/core/orders/product.aspx?catid=2&prodid=118>

Corey, G., M. Corey, and P. Callahan. *Issues and Ethics in the Helping Professions* (9<sup>th</sup> ed.) Pacific Grove, CA: Brooks/Cole, 2014.

Corey, G., M. Corey, and R. Haynes. *Ethics in Action* DVD and Workbook bundle  
Pacific Grove, CA: Brooks/Cole. ISBN 9781285850337.

Sanders, R. K., *Christian Counseling Ethics: A Handbook for Therapists, Pastors, & Counselors* (2<sup>nd</sup> ed). Downers Grove, IL: InterVarsity Press, 2013.

## Optional Text

Gladding, C., Huber, C., Rembley, T., & Wilcoxon, S. *Ethical, Legal, and Professional Issues in the Practice of Marriage and Family Therapy* (4<sup>th</sup> ed.). Columbus, OH: Prentice Hall, 2007.  
(Bonus book)

Coombs, Robert H. *Family Therapy Review: Preparing for Comprehensive & Licensing Examinations*. Mahwah, NJ: Lawrence Erlbaum Associates, 2004.

Zuckerman, Edward L. *The Paper Office, 4<sup>th</sup> Edition*. New York: Guilford Press, 2008.

## Course Requirements

### Written

1. Reading Report:  
Students will read and review *AAMFT, Legal Guidelines for Family Therapists with Selected Ethical Opinions*.  
Each student will read and provide book review discussing ethical, legal, and professional issues as related to marriage and family therapy. The review should be no less than two full pages, double spaced, and typed in APA format. It should include a summary of key ideas, identification of guidelines of which the student was previously unaware, and a thoughtful discussion on how the student will apply the knowledge.
2. Personal essays on selected ethical issues:  
*This assignment is an embedded assignment that will be completed by all students for all sections of this course. The rubric for grading this assignment is attached to this syllabus. Please complete the assignment in accordance with the syllabus and the attached rubric.*

### Verbal/Interactive Process

The second half of this course will involve interactive discussions revolving around questions posed to you. By the Thursday of week 10, students should have read the first chapter of Corey's textbook. By the beginning of each class period for the remainder of the semester, students should come to class having already read each succeeding chapter. I will select certain students to interact with the material.

On selected days beginning on week 10, a selected number of students will be responsible for presenting a role-play related to an ethical dilemma from that

chapter's material. One of the students from this group will serve as an expert during the in-class role play. A specific ethical dilemma should be presented and the student serving as the ethics consultant should be prepared to present specific information on each of the eight steps in making ethical.

Students will be notified in advance of their assigned date to serve as either the ethics consultant or role-play participant. On that date, you will be responsible for sharing with the class your central question, designing a role play vignette and presenting your findings regarding the steps in making an ethical decision. If you fail to attend class or on a day you are assigned to present, you will be given a grade of "0" for that assignment.

## **Cognitive**

**LPC Code of Ethics Quiz:** The Louisiana Professional Counselors Board publishes a Code of Ethics under which all LPCs in the state are required to operate. Students will take an open book test over the codes during Week 3 of the semester. In order to prepare for this quiz, students should print the Ethical Codes listed on the LPC website ([www.lpcboard.org](http://www.lpcboard.org)), review these codes, and be familiar enough with the codes to complete a timed quiz on blackboard.

Using the ***Ethics in Action DVD***, watch the vignettes demonstrating ethical situations. Complete and answer the corresponding questions in the workbook. Students are encouraged to begin this work during week 10 of the semester and complete two segments per week. The completed work is to be submitted for evaluation on **Thursday, May 5**.

The **Mid-Term** will be over selected portions of the text, *Legal Guidelines for Family Therapists with Selected Ethical Opinions* and class lectures (**Thursday, March 10**).

The **Final Exam** will consist of questions related to material from Corey's text and class discussions. (Thursday,) [**verify in Gatekeeper**].

This course is graded according to seminary policy:

A--93-100	D--70-76
B--85-92	F--Below 70
C--77-84	

**Students are required to pass this course with a grade of B or higher in order to begin practicum and internship.**

## Course Assignment Evaluation Percentages

A. Written:	
1. Reading Report– <i>Due (Thursday, September 24)</i>	10%
2. Personal essays on selected ethical issues – <i>Due (Thursday, November 19)</i>	15%
B. Verbal/Interactive Process:	
1. Class participation/Ethics Consultant Role Activities	5%
C. Cognitive:	
1. Online LPC Code of Ethics Quiz ( <i>Thursday, September 10</i> )	5%
2. <i>Ethics in Action Workbook- Due (Thursday, December 10)</i>	15%
3. Mid-term Examination ( <i>Thursday, October 15</i> )	25%
4. Final Examination	<u>25%</u>
	100%

## Course Policies

### **Reading Assignments**

Students are responsible for completing all reading assignments.

### **Professor’s Policy on Late Assignments**

All work is due on the assigned date in the syllabus. The grade for late assignments will automatically be reduced by four points for each week day an assignment is late. Assignments will NOT be accepted after they are one week overdue.

### **Professor’s Availability and Assignment Feedback**

The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 24-hour period of time. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student’s Blackboard Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments. The student may also email the course grader with questions regarding grading.

### **Help for Writing Papers at “The Write Stuff”**

This is the official NOBTS Writing Center online help site for writing academic papers and essays. <http://www.nobts.edu/writing/default.html> You will discover writing guides, tips, and valuable information to help you become a better writer. Go here for Turabian and APA style helps and guidelines. You will also find language fonts for Greek and Hebrew.

## **Academic Honesty Policy**

All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

## **Plagiarism on Written Assignments**

NOBTS has a no tolerance policy for plagiarism. Please be aware that plagiarism in certain cases may result in expulsion from the seminary. Refer to the NOBTS Student Handbook <http://www.nobts.edu/resources/pdf/studentservices/NOBTSHandbook.pdf> where the definition, penalties and policies associated with plagiarism are clearly defined.

## **Classroom Parameters**

Please arrive on time.

Turn off cell phones. Utilize laptops and other technology for class purposes only.

Respect the professor and other members of the class.

Maintain confidentiality when someone shares personal information.

Participate in class and group discussions.

## **Extra Credit**

The policy for extra credit in this course is that there are two opportunities to earn extra credit during the semester, at the midterm exam and at the final exam. Students are allowed to read and review a professor approved extra credit book for four points of extra credit on the exam. Extra credit book reviews are due along with the exam and will NOT be accepted after under any circumstance.

## **Blackboard and ITC Technical Support**

Blackboard is the instructional platform used in this class. Please make sure that your contact information is accurate and up-to-date. If you need assistance accessing Blackboard, Selfserve, or other technical support, please contact the Information Technology Center (Hardin Student Center 290 or call **504.816.8180**). Here are other helpful links to ITC assistance.

- [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support requests with the [Selfserve.nobts.edu](http://Selfserve.nobts.edu) site (Access to online registration, financial account, online transcript, etc.)
- [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System [NOBTS.Blackboard.com](http://NOBTS.Blackboard.com).
- [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) - Email for general technical questions/support requests.



- [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.
- For Student Assistance in using Blackboard, visit: [Student Bb Help](#)

### Netiquette

Netiquette refers to appropriate online behavior in Blackboard or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

### Academic Policies

Academic policies relate to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: [New Orleans Baptist Theological Seminary Academic Catalog](#).

### Policy for Graduating Seniors

Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

### Course Schedule

**I & E** = *Issues & Ethics in the Helping Professions*; **CCE** = *Christian Counseling Ethics*

Week #	Date	Assignment
1	TH-1-21	Introduction / Syllabus Parsing the Course: Ethics, Legal, Professional
2	TH-1-28	Registries, Certification, Licensure Professional Liability What Can You Be Sued For?
3	TH-2-4	Examining the Foundations of Christian Ethics Legal Issues Regarding Termination <b>Due: Online LPC Code of Ethics Quiz</b>
4	TH-2-11	Examining the Foundations of Christian Ethics Continued Fee Scheduling Litigation – Fears & Phobias
5	TH-2-18	American Association of Christian Counselors Conference <b>Due: Reading Report- Submit in Front Office</b>

<b>Week #</b>	<b>Date</b>	<b>Assignment</b>
6	TH-2-25	“My Doctor, My Lover”
7	TH-3-3	Decision Making Models in Ethics 8 Step Decision Making Model (I & E – Ch.1)
8	TH-3-10	<b>Mid-Term Exam</b>
9	TH-3-17	<b>Spring Break-No Class-March 13-19</b>
10	TH-3-24	<b>Role Plays Begin:</b> Transference / Counter-transference (I&E - Ch. 2) (CCE- Ch.1) Managing Spiritual & Religious Values (I&E - Ch. 3)
11	TH-3-31	Values: Pertaining to Sexuality (I & E – Ch.3) (CCE-Ch.9) Differences in Cultural Backgrounds & Life Experiences (I & E – Ch. 4)
12	TH-4-7	Confidentiality: Duty to Protect Children / Reporting (I&E - Ch. 6) (CCE-Ch. 3) Confidentiality: Duty to Warn / HIV (I&E - Ch. 6)
13	TH-4-14	Sexual Attraction to the Client – (I&E - Ch. 7) (CCE-Ch. 6) <b>Due: Personal Essay on Ethical Issue</b>
14	TH-4-21	Non-erotic Physical Contact – (I&E - Ch. 7) The Ministry of Referral (I&E - Ch. 8) (CCE – Ch. 4)
15	TH-4-28	Therapist Impairment (I&E - Ch. 9) Multicultural Challenges – (I&E - Ch. 4)
16	TH-5-5	Confidentiality in Marital & Family Therapy (I&E - Ch. 11) Values in Marriage & Family Therapy (I & E – Ch. 11) (CCE – Ch.8) <b>Due: <i>Ethics in Action Workbook</i></b>
<b>Final Exam: Thursday, May 12<sup>th</sup> from 9:00-11:00</b>		

## Selected Bibliography

- American Association for Marriage and Family Therapy. (2001). *User's Guide to the AAMFT Code of Ethics*. AAMFT.
- Coombs, R. (2005). *Family Therapy Review: Preparing for Comprehensive and Licensing Examinations*. Lawrence Erlbaum Associates. (RC488.5.F349)
- Corey, J., Corey, M., Callanan, P. (2007). *Issues and Ethics in the Helping Professions*. Brooks Cole.
- Rosenthal, H. (1993). *Encyclopedia of Counseling: Master Review and Tutorial. Accelerated Development*. (BF637.C6R674)
- Sanders, R. (1997). *Christian Counseling Ethics: A Handbook for Therapists, Pastors & Counselors*. IVP Academic. (BV4012.2.C516)
- Satinover, J. (1996). *Homosexuality and the Politics of Truth*. Baker Books. (HQ76.3.U5S35)
- Wilcoxon, S., Remley, T., Gladding, S., Huber, C. (2007). *Ethical, Legal, and Professional Issues in the Practice of Marriage and Family Therapy*. Pearson. (RC488.5.H8)
- Zuckerman, E. (2003). *The Paper Office*. Guilford Press.

*Ethical, Legal, and Professional Issues*  
Ethics Issues Paper  
Grading Rubric

**Format/Style** (10 points)

- APA
- Double spaced
- Grammar
- Proof reading

**Following Directions** (5 points)

- 6-8 pages
- 4-6 scholastic sources
- Avoided first-person

**Clear Ethical Questions Presented** (15 points)

**8 Step Ethical Decision Making Model Used** (30 points)

**Definite Position Taken and Defended** (40 points)

## Student Services

*This is a partial list of NOBTS student services available to all students, no matter your delivery system or location. If you have questions or do not see what you need here, please refer to [www.nobts.edu/student-services](http://www.nobts.edu/student-services), email us at [studentservices@nobts.edu](mailto:studentservices@nobts.edu), or call the Dean of Students office at 800-662-8701, ext. 3283. We are glad to assist you!*

Need	Email	Phone	Web Page
Advising – Graduate Program	<a href="mailto:studentservices@nobts.edu">studentservices@nobts.edu</a>	504.282.4455 x3312	<a href="http://www.nobts.edu/registrar/default.html#advising">www.nobts.edu/registrar/default.html#advising</a>
Advising – Undergraduate Program	<a href="mailto:lcadminasst@nobts.edu">lcadminasst@nobts.edu</a>	504.816.8590	<a href="http://www.nobts.edu/LeavellCollege">www.nobts.edu/LeavellCollege</a>
Church Minister Relations (for ministry jobs)	<a href="mailto:cmr@nobts.edu">cmr@nobts.edu</a>	504.282.4455 x3291	<a href="http://www.nobts.edu/CMR">www.nobts.edu/CMR</a>
Financial Aid	<a href="mailto:financialaid@nobts.edu">financialaid@nobts.edu</a>	504.282.4455 x3348	<a href="http://www.nobts.edu/financialaid">www.nobts.edu/financialaid</a>
PREP (help to avoid student debt)	<a href="mailto:Prepassistant1@nobts.edu">Prepassistant1@nobts.edu</a>	504.816.8091	<a href="http://www.nobts.edu/prep">www.nobts.edu/prep</a>
Gatekeeper NOBTS news	<a href="mailto:pr@nobts.edu">pr@nobts.edu</a>	504.816.8003	<a href="http://nobtsgatekeeper.wordpress.com">nobtsgatekeeper.wordpress.com</a>
Information Technology Center	<a href="mailto:itcsupport@nobts.edu">itcsupport@nobts.edu</a>	504.816.8180	<a href="http://selfserve.nobts.edu">selfserve.nobts.edu</a>
Help with Blackboard	<a href="mailto:blackboardhelpdesk@nobts.edu">blackboardhelpdesk@nobts.edu</a>	504.816.8180	<a href="http://nobts.blackboard.com">nobts.blackboard.com</a>
Library	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/Library">www.nobts.edu/Library</a>
Online library resources	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/research-links/default.html">http://www.nobts.edu/research-links/default.html</a>
Writing and Turabian style help	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/writing/default.html">http://www.nobts.edu/writing/default.html</a>
Guest Housing (Providence Guest House)	<a href="mailto:ph@nobts.edu">ph@nobts.edu</a>	504.282.4455 x4455	<a href="http://www.provhouse.com">www.provhouse.com</a>
Student Counseling	<a href="mailto:lmccc@nobts.edu">lmccc@nobts.edu</a>	504.816.8004	<a href="http://www.nobts.edu/student-services/counseling-services.html">www.nobts.edu/student-services/counseling-services.html</a>
Women’s Programs	<a href="mailto:womensacademic@nobts.edu">womensacademic@nobts.edu</a>	504.282.4455 x3334	<a href="http://www.nobts.edu/women">www.nobts.edu/women</a>

For additional library resources in your state, check <http://www.nobts.edu/library/interlibrary-loan.html>

- GALILEO for Georgia students
- LALINC for Louisiana students
- Florida Virtual Library (<http://www.flelibrary.org/>) for Florida students
- Interact with us online at –



TWITTER.COM/NOBTS    INSTAGRAM.COM/NOBTS    FACEBOOK.COM/NOBTS