



ANSWERING GOD'S CALL

**COUN6391 Clinical Internship 2
New Orleans Baptist Theological Seminary
Division of Counseling
Spring 2021**

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Leeke Magee Christian Counseling Center

Mission Statement

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

Mission Statement of the Counseling Program

The mission of the NOBTS Counseling Program is to provide training and supervised experience in evidence-based counseling methods to help people deal with life issues in a biblically sound way and prepare students for licensure in counseling and counseling-related professions. We seek to produce graduates who have the values, knowledge, skills, and personal disposition to promote the mental health and holistic wellness of clients across diverse populations.

Course Description

This course is designed as a 18-week/300 hour placement in an approved setting (students should be prepared to complete additional hours if they are required by their placement site) where students are engaged in individual, marital, group, and family therapy. One hundred twenty (120) hours of direct counseling with individuals, couples, groups, and families must be represented within the total hours completed.

Students majoring in the specialization in Clinical Mental Health, must complete the internship of 18 weeks and 120 Direct Client Hours with individuals, couples or families.

Students majoring in the Specialization in Marriage and Family Counseling, should complete 30 hours of direct counseling (within the total 120 Direct Client Hours) with couples, families, children, and adolescents.

Additionally, one hour per week of individual supervision by a counseling faculty member or approved supervisor and one and one-half hours per week group supervision by a faculty member supervisor or approved supervisor are required during the placement.

Program Objectives:

1. Upon successful completion of one of the Master's Programs in Counseling, graduates should be able to synthesize theoretical and empirical knowledge in the field of counseling.
2. Upon successful completion of one of the Master's Programs in Counseling, graduates should have the necessary academic and clinical skills to obtain professional licensure.
3. Upon successful completion of one of the Master's Programs in Counseling, graduates should have a deeper understanding of cultural diversity to enhance counseling skills.
4. Upon successful completion of one of the Master's Programs in Counseling, graduates should be able to integrate historical Christian beliefs, faith, and spirituality with the best practices of mental health science, in an ethical manner.

Supervision Term: January 18, 2021 to May 21, 2021

Signature Assignments

Program Objective/Key Performance Indicator	Learning Experiences	Signature Assignments/ Assessments
<p>Program Objective 2/KPI 2.: Create developmentally relevant counseling treatment or intervention plans. CACREP 2.F.5. h. KPI 1.</p>	<p>Instruction: Case Presentation during Group Supervision; Discussions in Group Supervision; Direction with Individual Supervisor</p>	<p>Case Conceptualization & Treatment Plan Rubric Scores each supervision term.</p>
<p>ProgObj 1/KPI 1.3: Students will develop the characteristics and functions of effective group leaders, and increase their core knowledge about group counseling. Lead or co-lead a counseling or psychoeducational group. CACREP 3.E; 2.F.d.</p>	<p>Instruction: Experience of leading or co-leading a counseling or psycho-educational group during the practicum or one of the internships; individual and group supervision processing of the group leadership experience.</p>	<p>*Request for Approval of Leadership or Co-leadership of a psychoeducational or counseling group. *Report of Leadership or Co-leadership of a psychoeducational or counseling group.</p>
<p>ProgObj 2/KPI 2.1 Students will develop strategies for personal and professional self-evaluation and implications for practice.</p>	<p>Instruction: Discussion in Group Supervision; evaluation of self through videos, review of supervisor of the student's videos.</p>	<p>*Counseling Session Self-Evaluation (Tevera) *Supervision & Student Fieldwork Responsibilities and Goals Agreement, beginning and end of term. *CCS Part 1 Score: Counseling Skills & Therapeutic Conditions *CCS 2.C Self Awareness and Self-Understanding</p>
<p>ProgObj1: KPI CMH 1.6 Students will improve in knowledge and skill regarding diagnosis and treatment planning regarding mental health treatment.</p>	<p>Instruction: Individual and Group Supervision</p>	<p>*CCS 3.F Case Conceptualization</p>
<p>ProgObj3: KPI 3.1 Students will increase in their multicultural counseling competencies, demonstrate respect for culture (e.g. race, ethnicity, gender, spirituality, religion, sexual orientation, disability, social class, etc.), and awareness of and responsiveness to ways in which culture interacts with the counseling relationship.</p>	<p>Instruction: Individual and Group Supervision; class instruction in all classes.</p>	<p>*CCS 2.F. Multicultural Competence in Counseling</p>

Key Professional Dispositions

Key Professional Dispositions	Learning Experiences	Assessments
Demonstrates emotional stability and appropriateness in interpersonal interactions with clients, ≥ 4 on CCS 2.D	Instruction: Discussions with Supervisors, and in Group Supervision, session video reviews	CCS 2.D Emotional Stability and Self-Control ≥ 4
Demonstrates respect for culture and awareness of and responsiveness to ways in which culture interacts with the counseling relationship.	Instruction- Supervisor reviews 2 videos during the term, and evaluates, with the student, their awareness of beliefs, and any influence on the counseling process.	CCS 2.F. Multicultural Competence in Counseling Relationship. ≥ 4
Demonstrates the personal qualities, characteristics and behavior of a biblical professional counselor.	Instruction: Discussions with Supervisors, and in Group Supervision; viewing of video sessions and evaluation.	Rubric for Growth in personal qualities, characteristics and behavior of a biblical professional counselor.
Demonstrates Self awareness and emotional stability (i.e. congruence between mood and affect) and self-control (i.e., impulse control) in relationship with clients.	Instruction: Supervisor reviews videos during the term, and evaluates, with the student, their self-awareness and emotional stability, and self control in relationship with clients.	Score on Self Evaluation on CCS, Part 2:D, at end of Internship 2: ≥ 4
Demonstrates engagement in learning and development of his or her therapeutic competencies.	Supervisor reviews videos during the term, and evaluates, with the student, their engagement in learning and development of their therapeutic competencies.	Score on Supervisor CCS, Part 2:E. ≥ 4

Course Objectives: At the end of the Clinical Internship 2, the student should be able to...

Course Objectives	Learning Experiences	Assessments
Knowledge: Demonstrate the basic knowledge of applying diagnostic criteria from DSM-5, for diagnosis and treatment planning. CACREP 2.F. 5.g, h; 2.F.7.e, l; 5.C. 1. c; 5.C.2. b, d; ; 5. C. 3. a	Instruction: Practice with supervisor applying diagnostic criteria from DSM-5 for each client and identifying a diagnosis. Readings: DSM-5; Various Treatment Planner Manuals an Indicted by case Boylan, Chapter 4; Readings as assigned by supervisor	Course Assignments 1. By the 2nd session, each Counseling Note (Penelope) should have a DSM Diagnosis or Tentative Diagnosis. 2. Case Presentation & Conceptualization Rubric assignment in group supervision, with Diagnosis, with a score on the Rubric of no less than 9 points (at level).
Demonstrate an understanding of the counseling theories that guide therapeutic work with	Instruction Supervisor reviews documentation and treatment plans and planned	1.A Treatment plan for every case is due before 5th session, and will be reviewed by the Individual Supervisor,

<p>clients. (CCS:3.E). CACREP 2.F.5.c, g, h, l, j, l, n</p>	<p>interventions weekly with student. Readings As assigned by the Individual or Group Supervisor, pertaining to current cases.</p>	<p>and as measured by the supervisor (CCS:3.E Knowledge and Application of Theory to Practice), achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate a comprehensive case conceptualization, appreciating the multiple influences on a client's level of functioning. (CCS:3.F) CACREP 2.F.5.g, h.</p>	<p>Instruction Case Conceptualization worksheet presented in group supervision. Readings: As assigned by the Individual or Group supervisor, pertaining to current cases.</p>	<p>Case Presentation in group supervision. Every student is required to present at least one case during the semester in group supervision. The Group Supervisor will score the Case presentation using the Case Presentation & Conceptualization Rubric, and the student must achieve a score in the Diagnosis category of no less than 9 points (at level). Please use Case Presentation Guide found on the Blackboard Clinical Practicum site to prepare your Case presentation. After grading, the Group Supervisor will give the Case Presentation Rubric to the student, and the student will upload the Case Presentation Outline Guide and the Rubric to their personal profile on Tevera.</p>
<p>Attitudes Demonstrate emotional stability and appropriateness in interpersonal interactions with clients. (CCS:2.D, Emotional Stability & Self-control). CACREP 2.F.5.f.</p>	<p>Instruction-Supervisor reviews 2 or 3 videos during the term, and evaluates, with the student, their awareness of beliefs, and any influence on the counseling process. Reading: As assigned by the Individual or Group Supervisor, pertaining to current cases.</p>	<p>Course Assignments Demonstrate emotional stability and appropriateness in interpersonal interactions with clients. (CCS:2.D, Emotional Stability & Self-control), as measured by the supervisor, by achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate respect for culture (e.g. race, ethnicity, gender, spirituality, religion, sexual orientation, disability, social class, etc.) and awareness of and responsiveness to ways in</p>	<p>Instruction-Supervisor reviews 2 or 3 videos during the term, and evaluates, with the student, their awareness of beliefs, and any influence on the counseling process.</p>	<p>Demonstrate respect for culture (e.g. race, ethnicity, gender, spirituality, religion, sexual orientation, disability, social class, etc.) and awareness of and responsiveness to ways in</p>

<p>which culture interacts with the counseling relationship. (CSS:2.F; Multicultural Competence in Counseling Relationship). CACREP 2.F.2.a,c,d,e,f,g,h</p>	<p>Reading: As assigned by the Individual or Group Supervisor, pertaining to current cases.</p>	<p>which culture interacts with the counseling relationship. (CSS:2.F; Multicultural Competence in Counseling Relationship), as measured by the supervisor, by achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate the personal qualities, characteristics and behavior of a biblical professional counselor. (CSS:2.F, Multicultural Competence in Counseling Relationship) CACREP 2.5.F.2.d</p>	<p>Instruction The Supervisor reviews 2 or 3 videos during the term, and evaluates, with the student, their demonstration of the qualities, characteristics and behaviors of a biblical professional counselor. Reading: As assigned by the Individual or Group Supervisor, pertaining to current cases.</p>	<p>Demonstrates the personal qualities, characteristics and behavior of a biblical professional counselor. (CSS:2.F, Multicultural Competence in Counseling Relationship), as measured by the supervisor, achieving at least a level 4 by the end of the semester.</p>
<p>Skills</p>		
<p>Demonstrate the practice of seeking appropriate consultation and supervision to support the delivery of counseling services. (CCS:3.G, Seeks Consultation). CACREP 2.F.5.f.</p>	<p>Instruction Discussion in Group Supervision, and feedback from Individual Supervisor Readings As assigned by Individual or Group Supervisor</p>	<p>Course Assignments Demonstrate the practice of seeking appropriate consultation and supervision to support the delivery of counseling services. (CCS:3.G, Seeks Consultation), as measured by the supervisor, achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate the ability to construct a comprehensive and appropriate psychosocial report and treatment plan. (CCS:3.H; Psychosocial & Treatment Planning) CACREP 2.F.5.g,h</p>	<p>Instruction: Discussion in Group Supervision, and feedback from Individual Supervisor Readings As assigned by Individual or Group Supervisor</p>	<p>Demonstrate the ability to construct a comprehensive and appropriate psychosocial report and treatment plan. (CCS:3.H; Psychosocial & Treatment Planning), as measured by the supervisor, achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate the ability to appropriately administer, score, and interpret assessment instruments (CCS:3.I; Appraisal). CACREP 2.F.7.b,c,d,e,l,k,l</p>	<p>Instruction: Utilization and interpretation of assessment measures in counseling cases; Feedback from Individual Supervisor. Readings As assigned by Individual or Group Supervisor</p>	<p>Demonstrate the ability to appropriately administer, score, and interpret assessment instruments (CCS:3.I; Appraisal), as measured by the supervisor, achieving at least a level 4 by the end of the semester.</p>
<p>Demonstrate the ability to identify resources that may further assist the client in</p>	<p>Instruction: Feedback from supervisors, utilizing evaluations from video recordings of sessions.</p>	<p>Demonstrate the ability to identify resources that may further assist the client in reaching treatment goals</p>

reaching treatment goals (CCS: 3.J; Resources & Referral). 2.F.5.k	Readings: As assigned by Individual or Group Supervisor	(CCS: 3.J; Resources & Referral), as measured by the supervisor, achieving at least a level 4 by the end of the semester.
Demonstrate the ability to safely and effectively work with clients through Telemental Health sessions. Experience in telemental health counseling sessions will qualify a student to receive a Certificate of Training in Telemental Health at the end of the Clinical Practice	Instruction: Supervision and verification of 1-2 telehealth clients and related skills. <i>Lectures in Ethics and Counseling Theories regarding Telemental Health</i>	1. Supervisor will view at least 1-2 clips of telehealth counseling; 2. Student will complete report of telehealth sessions on Tevera.

Textbooks

American Psychiatric Association. (2013) Diagnostic and Statistical Manual of Mental Disorders. 5th edition (DSM-5). Washington, K.D.: A.P.A. (ISBN: 978-0890425558:

Subscription for Dreamaker: *Dreamaker* is a computer platform which allows the student counselor to upload the required videos of counseling sessions for self-evaluation by the counselor and the Individual Supervisor. In order to maintain HIPAA compliance, and best practices of Supervision, all students are required to purchase a Dreamaker subscription each semester that the student is in clinical practice. The cost is: Fall semester--\$35; Spring semester \$35; Summer semester \$14. This amount will be charged to your NOBTS account each semester you enroll in Practicum, Internship 1 or Internship 2.

Subscription for Tevera (this only applies to Internship 2 students who have never paid the Tevera subscription). The subscription for Tevera is usually paid through your NOBTS student account, but can be paid by check or cash at the Counseling Office. This is a one time payment (usually made when student enters Practicum) for the subscription for an account that will contain all required documents across the career of the counseling as a student and graduate. If you choose to not pay via your NOBTS student account, and prefer to pay the Counseling Department directly, notify Dr. Steele, make the check out to NOBTS and turn in the check at the LMCCC Receptionist desk.

Course Assignment/Requirements

Assignment/Requirements & Description	Percentage	Due Date
<p>Maintaining current liability insurance throughout the internship. (Required) The Insurance Form (NOBTS-1001) on Tevera, and a copy of current insurance verification must be uploaded to the Tevera Assignment page of the student <u>each supervision term</u>. If for any reason a student's insurance lapses or there is no copy of current insurance loaded into Tevera, the student has 2 weeks to provide proof of coverage, during which the student will not be allowed to count the weeks/hours for that time period. After 2 weeks</p>	0%	At expiration date

<p>lapse with no proof of coverage, the student will be suspended from the site until proof of coverage is provided. Liability insurance coverage is the responsibility of the student, but a lapse of liability insurance coverage places you, your supervisor, and site agency in danger. (CACREP 3:A)</p>		
<p>Case Presentation in group supervision. Every student is required to present at least one case during the semester in group supervision. The Group Supervisor will score the Case presentation using the Case Presentation & Conceptualization Rubric, and the student must achieve a score in the Diagnosis category of no less than 9 points (50% of grade). Please use Case Presentation Guide found on the Blackboard Clinical Practicum site to prepare your Case presentation. After grading, the Group Supervisor will give the Case Presentation Rubric to the student, and the student will upload the Case Presentation Outline Guide and the Rubric to their assignment page on Tevera.</p>	<p>10%</p>	<p>By end of term</p>
<p>Leading or Co-Leading a Counseling or Psychoeducational group. Every student is required to lead or co-lead a counseling or psychoeducational group during the practicum or one of the internships. The group must be approved by the Clinical Director. Each term a form to request approval for leading a group is available on Blackboard, and a report form is available on Tevera in the term class, which must be completed in order for the student to receive credit. A student will not be able to graduate without meeting this requirement before the end of Internship 2.</p>	<p>0%</p>	<p>By end of Clinical Practice</p>
<p>Tevera (Required) All students must maintain an up-to-date Personal Profile on Tevera. (CACREP 3:D). All assignments on Tevera must be completed each semester.</p>	<p>0%</p>	<p>On-going</p>
<p>Clinical Internship 2 completion (Required) By the end of Clinical Internship 2 the student must have a total of no less than 18 weeks and a total minimum of 120 hours of direct counseling, and the sum of Internship 1 and 2 should be no less than 240 hours of direct counseling and 600 indirect hours. 120 hours for 18 weeks = an average of 6 Direct Client Hours per week. Students are required to seek an average of 8 clients per week to allow for client absences). (CACREP:3.F; 3.G). <u>Students majoring in the specialization in Clinical Mental Health</u>, must complete the internship of 18 weeks and 120 Direct Client Hours with individuals, couples or families. <u>Students majoring in the Specialization in Marriage and Family Counseling</u>, should complete 30 hours of direct counseling (within the total 120 Direct Client Hours) with couples, families, children, and adolescents. Additionally, one hour per week of individual supervision by a counseling faculty member or approved supervisor and one and one-half hours per week group supervision by a faculty member supervisor or approved supervisor are required during the placement.</p>	<p>0%</p>	<p>When 18 weeks and 120 Direct Client hours are achieved</p>

<p>Completion of the review of progress as planned on the Goals Agreement, and the end of the term, and setting goals for next term. (Worth 100 if on time/0 if late).</p>	<p>10%</p>	
<p>Individual Supervision attendance once a week (1 hr): Individual Supervisors will be assigned to the student. Each individual supervision will be triadic (two students, one supervisor). The student must be proactive in seeking individual supervision. The student must seek supervision even when their assigned supervisor is not available. The student must log attendance of Individual Supervision weekly (this log will also include Group Supervision, Direct and Indirect hours), and submit for approval by the Individual Supervisor and Group Supervisor (CACREP 3:H). 10 points will be taken off for every late log. This grade is for timely submission of log. The weekly log is due no later than 12 noon on Friday of each week the student sees clients.</p>	<p>10%</p>	<p>Weekly</p>
<p>Attendance of Group Supervision once a week (1.5 hrs) Students must sign up on the Wikki Blackboard sign-up list. Students are expected to pursue group supervision and to adjust their schedules accordingly. The student must log attendance of Group Supervision weekly, in the same log as the Individual Supervision, and submit for approval by the Group Supervisor. (CACREP 3:I). If the student does not see clients and does not count the “week” they should not submit a log for that week. The Individual and Group supervisors should be informed that the week will not be counted. Not seeing clients should be related to cancelations by clients, counselor illness, or other type of emergency. Any planned absences need to be pre-approved per LMCCC Policy. Absences in Group Supervision and Individual Supervision Absences can be "made up" if done so within two weeks of the time of the absence. Absences not made up will result in the loss of direct contact hours for that week. <u>Any student with an excess of TWO absences from group supervision will be required to drop the course unless approved by the Clinical Director.</u> Patterns of Tardiness: Per the NOBTS policy, 3 tardies equal an absence. If a student is more than 15 minutes tardy, they will not be allowed to count group supervision, or Individual supervision.</p>	<p>0%</p>	<p>Weekly</p>
<p>DSM5 Diagnosis by 2nd session for each client (2 points off for every late Diagnosis). The diagnosis can be tentative, and adjusted across time.</p>	<p>10%</p>	<p>Weekly</p>
<p>Counseling Notes completed by Friday, 12 noon, each week the counselor meets with client(s). <u>5 points off for every late session note.</u> EXCEPTION: If the student has entered a remedial plan due to not completing notes in a timely fashion, they must observe the terms of the Remedial plan.</p>	<p>15%</p>	<p>Weekly</p>
<p>Treatment Plan (by 4th session) for every case. Every new client should have a treatment plan by 4th session, and ongoing review to adjust the plan; any transferred clients needs a new treatment plan by the new counselor. 5 points off for every late treatment plan. 50% of grade for quality; 50% for submission on time.</p>	<p>5%</p>	<p>Weekly, as needed</p>

<p>Video Clip 1 (with Counseling Session Self-Evaluation submitted on Tevera). The student should upload this video clip to Dreamaker and select collaborate with the Individual Supervisor. The clip should be marked for easy access to view in supervision, or the Supervisor may request to see the complete session.</p>	<p>Summer15 % Spr/Fall 10%</p>	<p>Summer: End of June Fall: End of Sept Spring: End of Feb</p>
<p>Video Clip 2 (with Counseling Session Self-Evaluation submitted on Tevera) The student should upload this video clip to Dreamaker and select collaborate with the Individual Supervisor. The clip should be marked for easy access to view in supervision, or the Supervisor may request to see the complete session.</p>	<p>Summer 15% Spr/Fall 10</p>	<p>Summer: End of July Fall: End of Oct Spring: End of March</p>
<p>Video Clip 3 (with Counseling Session Self-Evaluation submitted on Tevera) The student should upload this video counseling session to Dreamaker and select collaborate with the Individual Supervisor. The session video should be marked for easy access to view in supervision, or the Supervisor may request to see the complete session. Student and Supervisor: Your Site Supervisor must submit an evaluation--CCS (on Tevera) based off this video session, at the end of the term. Supervisors should review this evaluation with the student.</p>	<p>Summer: None Spr/Fall 10%</p>	<p>Summer- none Fall: End of Nov Spring: End of April</p>
<p>Student Wellness Check and Strategies. All Counselor Student Interns are required to complete a monthly Wellness check, and review the results with their Individual Supervisor. Use the Provider Resiliency App (free) to take the ProQOL at the end of each month, and report results on the Tevera Assignment page. If Burnout or Compassion Fatigue is noted, the Intern and Supervisor should develop a strategy to deal with the problem. For each month the Wellness check is not completed, the student will lose 5 points.</p>	<p>5%</p>	<p>Fall: End of Aug, Sept, Oct, Nov, Dec Sp: End of Jan, Feb, Mar, Apr Sum: End of May, June, July</p>
<p>Telemental Health Certificate: Supervision and verification of 1-2 telehealth clients and related skills. Experience in telemental health counseling sessions will qualify a student to receive a Certificate of Training in Telemental Health at the end of the Clinical Practice.</p>	<p>0%</p>	<p>End of Term</p>
<p>Student: Submit "Student Evaluation of Site Supervisor" (On Tevera) and Evaluation of Group Supervision (On Blackboard Practicum shell).</p>	<p>5%</p>	<p>End of Term</p>
<p>Completion of Internship 2—Move to Internship 2+, or Closing Clinical Practice:</p> <p>Closing Clinical Practice:</p> <ul style="list-style-type: none"> ▶ A student should not accept new clients at LMCCC within the last 4 weeks of the supervision term in which they plan to close Clinical Practice ▶ No later than four weeks prior to closing clinical practice, the student should send an email to the Associate Director of LMCCC [assocdirlmccc@nobts.edu], and copy the Clinical Director 		<p>At end of completing Internship 2 requirements or within 4 weeks of completing Internship 2 18 weeks.</p>

[ksteele@nobts.edu] setting up an appointment with the Associate Director so plans can be made to transfer current clients.

► At the end of the term, once all requirements have been met (a minimum of 36 weeks, 240 direct hours, 600 Indirect hours), and the student is closing clinical practice, all paperwork must be submitted, including

**Student Evaluation of Site Supervisor,
Evaluation of Group Supervision,
Final 514 for Internship 2,** (using the exact dates of the

Internship 2

and any additional Internship 2 internships)

Supervisor completion of a CCS

All required assignments in Tevera are complete.

NOBTS Final Documentation Record (be sure on Practicum, Internship 1, Internship 2, and the Total page the Group

Supervision

hours are equal to 1.5 times the Individual Supervision hours.

(Example: 18 Individual Supervision hours x 1.5 = 27 Group supervision hours.)

Completion of all weeks (18) and hours (120 Direct; 300

Indirect)

for Internship 2 as listed in the handbook: 120 Direct Hours, 300 Indirect Hours, Totals for Internship 1 + 2 must be a minimum of Direct Hours and 600 Indirect Hours.

A Grade of 85% or above for Supervision Term.

Complete Assignment: Score for Supervision Term (on Tevera) sent to your supervisor to confirm your grade.

Moving to an additional Internship 2:

ALL STUDENTS NOT YET CLOSING CLINICAL PRACTICE MUST ENROLL IN A CLINICAL PRACTICE COURSE EVERY TERM (Fall, Spring, Summer).

Complete all requirements for Internship 2 as listed in the handbook:

► Successfully complete (Grade 85% or above) Internship 2.

► If by the end of the semester, the student has not yet completed the required 240 face-to-face hours, 600 indirect hours, 18 hours (weeks) of Individual Supervision, and 27 hours of Group Supervision, the student must enroll in the additional Internship 2.

► The student must remain in the additional Internship 2 until the full 240 hours are completed with 600 indirect hours. The student may choose to remain in additional Internship 2 terms until graduation, but with each semester (fall, spring, summer) the student will need to enroll in a new Internship 2. Enrollment covers the expenses of your supervision.

► **If the student will complete requirements within the first 4 weeks** of the next semester, they will **not be required to enroll in an additional Internship**. If the student needs to work past the first 4 weeks of the semester, and was previously enrolled in Internship 2 in the previous supervision term, they will be required to enroll in an

<p>additional Internship 2 for the last semester of their clinical practice and work at least until the 12 week of the semester.</p> <p>Use the following link to inform the Clinical Director that you are ready to begin a second Internship 2+. Completing this form will trigger your enrollment by the Registrar's Office. THIS IS THE ONLY METHOD TO ENROLL IN INTERNSHIP 2.</p> <p>https://goo.gl/forms/OVeylbSONSGDxxBj1</p>		
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Evaluation of Grade

Case Presentation	10%
Goal Agreement	10%
Individual Supervision Tracking Log	5%
Group Supervision Tracking Log	5%
DSM 5 Diagnosis	10%
Counseling Notes	15%
Treatment Plan	5%
Video Clip 1	10%
Video Clip 2	10%
Video Clip 3	10%
Student Wellness Check/Strategies	5%
Evaluation of Individual Supervisor/Group	5%

The following grading scale is used at NOBTS:
 A: 93-100 B: 85-92 C: 77-84 D: 70-76 F: below 70
 Students must achieve a grade above 85% in order to pass this course.

Technical Assistance

For assistance regarding technology, consult ITC (504-816-8180) or the following websites:

1. Selfserve@nobts.edu - Email for technical questions/support requests with the Selfserve.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
2. BlackboardHelpDesk@nobts.edu - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System NOBTS.Blackboard.com.
3. ITCSupport@nobts.edu - Email for general technical questions/support requests.
4. www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website.

Disabilities and Accommodations

New Orleans Baptist Theological Seminary does not discriminate against applicants/ students on the basis of personal disabilities. The Seminary, in voluntary compliance with the American Disabilities Act, will provide reasonable institutional accommodations, modifications, and adjustments to enable and empower students with disabilities to participate in Seminary programs and activities to the fullest extent possible. However, NOBTS cannot support accommodations that place undue hardship on the Seminary or its resources or which alter the essential requirements of curriculum and academic progress. While the seminary does not provide direct assistance to students in the form of equipment or personnel, accommodations may be made by individual professors at their discretion. These accommodations usually take the form of early access to lecture materials in electronic format and additional time to complete tests and assignments. The most efficient way to pursue such accommodations is to provide the Director of Testing and Counseling (Dr. Jeff Nave, jnave@nobts.edu, 504-282-4455 ext. 8004)

with documentation of the condition for which you seek accommodation, an explanation of helpful accommodations received in the past, and a description of the specific accommodations you desire. The Director of Testing and Counseling will document your request and communicate on your behalf with the professors who teach the course(s) for which you are registered. The seminary reserves the right to consider each request for “special” accommodations on a case by case basis pursuant to the criteria enumerated above.

Diversity

The Counseling Program at NOBTS affirms the Christian doctrinal position that God created man in His own image, and that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love. We believe the counseling profession affords our students and graduates the opportunity to be “salt and light” (Matthew 5:13-16) whatever their places of service, and that a robust appreciation for and sensitivity to human diversity is key to that end. Further, a learning environment diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. Students and faculty benefit from diversity. The quality of learning, research, scholarship, and creative activities are enhanced by a climate of inclusion, understanding, and appreciation of the full range of human experience. We are committed to nurturing and training a diverse student body in an atmosphere of mutual respect and appreciation of differences. As a result, the counseling program is committed to diversity and equal opportunity and recognizes that it must represent the diversity inherent in American society, reflected in our local community, and aligned with the core values of the NOBTS community.

Emergencies:

In cases of emergency, such as hurricanes, disease outbreaks, or other disasters, go to the seminary website (www.nobts.edu) for information. The seminary administration will post information, such as the nature of the emergency, instructions for response, and evacuation and return dates. Please check Blackboard for information specific to this course. Because Blackboard is available, the course will continue even if the main campus is closed. Please consider registering for the seminary’s priority text messaging service through SelfServe. This service is used only in emergencies, and will allow the seminary to deliver urgent information to you as needed.

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.

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 8 points per class period.

Help for Writing Papers at “The Write Stuff”

“The Write Stuff” 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 APA style helps and guidelines.

Plagiarism on Written Assignments

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

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