



GRADUATE SCHOOL OF EDUCATION AND COUNSELING  
CPSY 579- Counseling Skills for MCFT  
SPRING 2009

Time & Day: 5:30pm- 8:30pm Wednesdays  
Place: TBA  
Instructor: Andraé L. Brown, Ph.D.  
Office: 319 Rogers Hall  
Contact: [ALBrown@lclark.edu](mailto:ALBrown@lclark.edu); 503-768-6092

**Catalog Description:**

Overview of basic counseling concepts and skills, including skill development through role-playing and simulated counseling experiences.

**Course Description:**

This is an introductory course focusing on the clinical aspects in the practice of marriage, couple, and family therapy. The course provides a brief overview of family therapy and will concentrate on the experiential learning of basic family therapy skills. This class is designed to 1) provide students with direct experiences of the family therapy milieu in the initial session/treatment alliance phase of therapy via observation and role play 2) assist in the development of a working knowledge of the clinical skills of family interviewing, joining, formulating problems, contracting for treatment, and presenting clinical cases; 3) further the students' awareness of and appreciation for the multiple psychosocial factors which impact families in treatment, and 4) contribute to the development of a personal conceptualization of the process of therapy. Ethical considerations/dilemmas will be explored. Issues of race, class, gender, sexual orientation, abilities, power, privilege, liberation, and oppression will be examined throughout each lesson.

The skills learned in this course are building blocks for developing beginning competency as a couple and family therapist. In the MCFT program at Lewis & Clark, competency is informed by the American Association for Marriage and Family Therapy Core Competencies, the L&C MCFT program mission, and the Association for Marriage and Family Therapy Review Board knowledge, skills, and awareness domains. The final evaluation of clinical skills is reflected in the *Supervisee Evaluation* document that you and your supervisors will complete at the end of practicum and each semester of internship. Please review this document to better understand the competencies you are expected to demonstrate by graduation. The *Supervisee Evaluation* form can be found in the MCFT practicum and Internship Handbook and/or on line at: <http://www.lclark.edu/dept/cpsy/objects/MCFTSuperviseeEvaluationForm.pdf>

## **Course Objectives**

This course focuses on developing basic clinical skills in the following areas in preparation for supervised clinical practice coursework (practicum and internship):

- Develop and demonstrate an understanding of the communication process.
- Understand and develop specific counseling skills
- Demonstrate *intentional use* of a repertoire of counseling skills.
- Gain a basic understanding of the overall process of family therapy
- Engage in critical self-reflection
- Gain an increased awareness of how your personal style and implicit cultural assumptions impact and influence your interpersonal interactions and professional identity.
- Recognize and demonstrate ethical and developmentally appropriate professional demeanor in preparation for practicum/clinical work.

## **Required Text:**

Ivey, A.E. & Ivey, M. B. (2006). *Intentional interviewing and counseling: Facilitating client development in a multicultural society* (6<sup>th</sup> ed). Pacific Grove, CA: Brooks/ Cole.

Patterson, J., Williams, L., Grauf-Grounds, C., & Chamow, L. (1998). *Essential skills in family therapy: From the first interview to termination*. New York: The Guilford Press.

## **Additional Readings:**

In an effort to keep the course contemporary and relevant, additional readings related diversity, ethics, social justice and family transitions will be provided throughout the course as topics and interests arise from role-plays, discussions, personal reflection at the discretion of the instructor. Students will also be required to research journals on special topics and discuss them in the class.

## **Methods of Instruction:**

This course is taught using multiple formats including lecture, role-play, video, discussions, and powerpoint. This class is highly inter-active. Students will work in small groups on a weekly basis.

## **Assessment Procedures:**

Integral to accomplishing the course objectives are the demonstration and practice of counseling skills. In this course students, under the direct supervision of the instructor, will participate in weekly assignments and long-term projects on an individual and small group basis.

### **1. Attendance, Participation, & Disposition (25%)**

- Regular attendance and active participation is expected for all classes. Students should come to class *on time*, having carefully read materials and prepared for *active, purposeful*, involvement in class discussions/activities.
- Students who incur more than two absences will have their grade lowered, could be asked to repeat the course, or could fail the course.
- Students are obligated to be available to your peer counselor. If you miss a practice session or class your counselor is left without a counselee. Thus, unless

another student volunteers, your counselor misses an opportunity to practice skills.

- Active participation is required and is an additional way for the instructor to evaluate students' learning. Participation includes the following:
  - Open discussion within the group regarding theory, content and process of the counseling sessions.
  - Disclosure of client issues for which you need assistance from the instructor and peers
  - Facilitating the growth and development of self and others by providing and accepting regular constructive feedback.
- Disposition - - Supervision is a critical tool for learning about how your qualities, style and skills may facilitate or impede therapeutic relationships. In order to facilitate growth in others, you must be able to accept constructive feedback about your own counseling skills. A lack of openness to receiving constructive feedback and responding accordingly in a professional manner will negatively impact your development as a family therapist and your grade for this course.

## **2. Practice Sessions -Videotape Assignments (25%)**

- Counseling sessions will be recorded and viewed in class for feedback and evaluation. The objectives for each session will be based on the cumulative skills for each week. Students are expected to demonstrate an understanding of the assigned skill(s), practice and demonstrate the respective skill(s) on video.
- Openness to feedback from the instructor and other class members is pertinent to the development of microskills in counseling.
- Students are expected to create and co-facilitate role-play exercises in groups or for the entire class.
- Feedback from supervisor should be demonstrated in the next tape.
- **10 points** will be deducted for each session that you miss or you forget to bring your videotape.

## **3. Weekly Logs and Self-Assessment Paper (25%)**

- You will keep a written *log* of class related experiences with the focus on your self-awareness and growth as a counselor (1page due each week, see schedule for exceptions)
- Other homework assigned in class including assessment/reactions to your student generated role-play (counselor evaluation form), articles review and critique of master tape sessions (see attached). Guideline provided.
- A 2-3 pages Final Self-assessment paper will be due at the end of the semester. This paper will serve as a global assessment of your skills and areas for growth. This will serve as a learning contract and will be placed in your permanent student file. Additional details will be provided during course.

## **4. Master Tape & Transcription Analysis (25%)**

- A written critique of a transcription of a 15-minute of the 1<sup>st</sup> videotaped interview, including a summary based upon an outline provided by the instructor (see attached).

- Full credit is received for a critical analysis of your counseling interview. You must provide alternative statements or behaviors that serve a possible improvement over what you originally said.
- You are evaluated on out ability to demonstrate an acceptable level of counseling skills presented in the course. The Student Outcomes and the Competencies to be Achieved evaluation forms will be used as assessment tools (see attached). The emphasis of this evaluation procedure will be on the actual demonstration of micros kills in counseling as well as self- evaluations and peer evaluations. This evaluation instrument contributes to determining your readiness to enter practicum and is placed in your permanent student file.
- You must demonstrate all skills at an *adequate* level. A score of Barely Passing on any item will only be acceptable if you receive scores of outstanding on other items. They should average to *adequate* overall. You will also not receive credit for this requirement if you receive a score of unsatisfactory on any single item.

**Grading Procedures:**

Class participation and attendance:	25%
Practice Session Videotape Assignments:	25%
Weekly Logs:	25%
Master Tape & Transcription Analysis:	25%
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Total:	100%

The grading system used by Lewis & Clark College will be used for final grades:

A = 93-100    A- = 90-92    B+ = 88-89    B = 83-87    B- = 80-82  
 C+ = 78-79    C = 73-77    C- = 70-72

A NO PASS grade will be given if:

1. You miss more than 2 class sessions or if you fail to make-up a maximum of missed sessions.
2. You minimally participate in class discussions on a regular basis. You offer very little constructive feedback to other students in the class.
3. The transcription of your videotaped session is poorly done or not representative of microskills in counseling. Your critical analysis is merely descriptive in nature rather than evaluative and does not demonstrate any real understanding of what you as a counselor did correctly, incorrectly, or could have done instead.
4. You receive too many scores of Barely Passing and not enough scores of Outstanding; they should average to Adequate overall. You will also not receive credit for this requirement if you receive a score of unsatisfactory on any single item.

**Late Assignments & Make-ups** - Unexcused late assignments will incur a penalty of **10 points** per day (including holidays, breaks and weekends). You are responsible for all assignments even when you do not attend class. There will be no make-ups for the missed videotape session unless arrangements are approved in advance.

**A Note about writing in this course:** All written submissions for this course should be typed, in 12-point size, Times New Roman font, and double-spaced. Attention to writing style and expression is important. The ability to express yourself and think critically through writing is an important skill in your professional development. Thus, please proof read your writing and be coherent with your writing style.

### **Critique of Master Tape Sessions**

- Students are required to complete a 15min taped session with a classmate or small group to simulate family therapy. The role play should demonstrate the culmination of the skills learned in the class.
- Write a critique of the sessions focusing on your counseling skills including:
  - Strengths and weakness of the session
  - Changes in your counseling style over the course of the semester including detailed exploration of what might account for differences in your (a) counseling style, such as client's race, ethnicity, age, religion, gender, sexual orientation, and (b) content issues, such as, was the topic similar or dissimilar from your own life, did the topic hit your hot button, etc.
  - Address your readiness to move forward in as a therapist in training in the MCFT program
  - Plan for future development of skills

### **Guidelines for Transcription Analysis**

#### **Typescript Analysis**

Each student is asked to videotape an interview or counseling session of at least 15 minutes length. The student then is required to transcribe in typescript for at least 5 minutes of the session. Take the most interesting part of the session for you and make sure that you have at least eight therapist leads and statements. Transcribe both you and the clients/ family.

The steps below are suggested for this examination of your interviewing or counseling style.

1. Plan to conduct an interview with members of your group (working with multiple people to simulate the family). This interview should last at least 15 minutes (although many prefer a longer time). At this time, we are interested in your natural style of helping before you are involved in too much training.
2. Be sure you have your role-played client's permission to record the session. If you are relaxed about taping, your client most likely to be comfortable as well. Your client should be free to say at any point that he or she does not want the tape used. Feel free to turn the video tape off in the middle of the interview.
3. Develop a five-minute transcript of the session. Place the transcript in a format similar to that of pages 351-370, except your work will be in a

much simpler form. You will find that looking at your own natural style is extremely valuable.

4. Begin the presentation to us with a short one- page description of the client. Please indicate on this page that the client gave permission for you to use the material.
5. If you select five minutes from the middle or end, tell us briefly what happened before you actually show us the transcript.
6. Present the transcript as follows. Just classify the helper's lead (i.e., you (your name) }. If you use a skill we haven't covered, do your best to classify it.

**Present a transcript of the interview using the following checklist:**

- Provide a brief statement as to the age and nature of the client and her or his issue to be discussed
- Type your transcript, five minutes with at least eight counselor leads.
- Classify your leads. You will be able to identify listening skills but try to classify the other influencing skills you have used. Most important, of course, is noting and classifying your listening skills.
- Make comments on the interview leads
- Examine your transcript and evaluate your work. - Most people only comment on weaknesses. Be sure you note what you did right!

**Transcription Format**

**1. Counselor Statement:** Before we begin, as you know I'm a counselor in training. I'd like to ask if I can videotape our conversation today.

**Client Reaction:** It's okay with me.

**Micro skill Used / Purpose:** Closed-ended question asking for the client's informed consent to tape the session.

**Additional Counseling Statement / Skill / Purpose:** How would you feel about me taping our session today, because I'm a counselor in training? / Open-ended question / to illicit client's feelings.

**2. Counselor Statement:** Okay good. Well, what brings you here today?

**Client Reaction:** Well, I've been feeling sad.

**Micro skill Used / Purpose:** Open-ended question to illicit information from the client about his/her reason for seeking counseling.

**Additional Counseling Statement / Skill / Purpose:** How are you doing today? / Open-ended question / begin session.

**3. Counselor Statement:** You've been feeling lost?

**Micro skill Used / Purpose:** Encourager to get the client say more.

**Additional Counseling Statement / Skill / Purpose:** How have you been spending your time? Clarifying question to better understand why the client might be feeling lost.

**Transference (unconscious reactions raised in the client by the counselor)/Countertransference Reactions (unconscious reactions raised in the counselor by the client):** The client's sadness was triggering my own conflicts with sadness from losing people. Because I was so sad, I didn't know what to say, but I thought this intervention allowed him to openly talk about how he was feeling.

### **Academic Honesty**

Any deliberate borrowing of the ideas, terms, statements, or knowledge of others without clear specific acknowledgement of the source is intellectual theft and is called plagiarism. It is not plagiarism to borrow the ideas, terms, statements, or knowledge of others if the source is clearly and specifically acknowledged. Students who consult such critical material and wish to include some of the insights, terms or statements encountered must provide full citation in an appropriate form. Collaboration in studying and preparing for tests, papers and presentations is acceptable. However, all work submitted must be clearly reflective and distinctive of each individual's work. Plagiarism will result in a grade of zero (0%) on the assignment and a failing grade for the entire course. Further academic sanctions may also be taken

### **Non- Discrimination Policy**

Lewis & Clark College adheres to a nondiscriminatory policy with respect to employment, enrollment, and program. The College does not discriminate on the basis of race, color, creed, religion, sex, national origin, age, handicap or disability, sexual orientation, or marital status and has a firm commitment to promote the letter and spirit of all equal opportunity and civil rights laws.

### **Special Assistance**

If you need course adaptations or accommodations because of a disability and/or you have emergency medical information to share please make an appointment with the instructor as soon as possible.

### **Student Conduct**

Student conduct is viewed as a serious matter by the faculty members at Lewis & Clark College. The faculty members assume that all students will conduct themselves as mature citizens of the campus community and in a manner congruent with university policies and regulations.

**TENTATIVE SCHEDULE FOR COUNSELING SKILLS AND INTERVIEWING TECHNIQUES**

<b>WEEK</b>	<b>TOPIC</b>	<b>READINGS</b>
Week 1	- Course overview: Introduction to Family Therapy Skills & - Interviewing Techniques	
Week 2	- Intentional Interviewing -Ethics Multicultural Competence & Wellness - Joining with Multiple Members of the Family	Patterson (ch 1,2,3) Ivey (ch 1&2)
Week 3	- Attending Behaviors - Conducting Assessment -Questioning From a Family Systems Perspective	Patterson (ch 4) Ivey (ch 3)
Week 4	-Observation Skills -Treatment Focus - Communication among Family Members	Patterson (ch 5) Ivey (ch 4, 5)
Week 5	- Active Listening - Reflecting Feelings - Integrating - Families & Children	Patterson (ch 7) Ivey (ch 6, 7, 8)
Week 6	- Confrontation - Stories - Meaning - Working with Couples	Ivey (ch 9, 10, 11) Patterson (ch 8)
Week 7	-Influencing Skills - Skill integration -Co-constructing Stories - Getting Unstuck	Ivey (12,13,14) Patterson (ch 10)
Week 8	- Personal Style - Gender and Sexual Orientation	Ivey (15)
Week 9	-Skill Integration -Exploring Power, Privilege, & Oppression	Patterson (ch 9)
Week 10	-Determining Personal Style - Exploring Domestic &	Patterson (ch 11)



	Community Violence -Termination	
Week 12	-Integrating Skills - Deescalating conflict	
Week 13	-Integrating Skills -Reflection	
Week 14	Final Video Tape & Transcription	

## STUDENT OUTCOMES

GRADING CRITERION	79.9 points or less	80-89.9 points	90 – 100 points
	F/C (C+, C)	B (B+, B, B-)	A (A+, A, A-)
<b>Insight/Awareness</b>	<ul style="list-style-type: none"> <li>● Student lacks an awareness of how their thoughts, feelings, behaviors, and values affect their counseling sessions and projects.</li>   <li>● Student is unable to use self- and client understanding to conceptualize the presenting problem, generate hypotheses, utilize appropriate techniques, set goals and help the client gain a deeper understanding of the concern.</li>   <li>● Student has difficulty increasing his/her self awareness through feedback from the instructor and peers. Student is does not understand cultural differences and implications in the sessions and/or projects.</li> </ul>	<ul style="list-style-type: none"> <li>● Student has some awareness of how his/her thoughts, feelings, behaviors, and values affect their counseling sessions and projects.</li>   <li>● Student inconsistently uses self- and client understanding to conceptualize the presenting problem, generate hypotheses, utilize appropriate techniques, set goals and help the client gain a deeper understanding of the concern.</li>   <li>● Student has some awareness of cultural differences and implications in sessions, but only occasionally takes risk in the session and/or project to fully understand the issues.</li> </ul>	<ul style="list-style-type: none"> <li>● Student is aware of how his/her thoughts, feelings, behaviors and values affect the counseling sessions and projects.</li>   <li>● Student consistently uses self- and client understanding to conceptualize the presenting problem, generate hypotheses, utilize appropriate techniques, set goals and help the client gain a deeper understanding of the concern.</li>   <li>● Student is aware of cultural differences and implications in sessions and takes risks in the session and/or project to fully understand the issues.</li> </ul>
<b>Counseling Style</b>	<ul style="list-style-type: none"> <li>● Student does not use nonverbal and verbal techniques appropriate for the client and session (e.g., respond to client verbal and nonverbal cues).</li>   <li>● Student appears unprepared to begin sessions and lacking in confidence, which is demonstrated through rigid, inappropriate body language.</li> </ul>	<ul style="list-style-type: none"> <li>● Student does not consistently use nonverbal and verbal techniques appropriate for the client and session (e.g., respond to client verbal and nonverbal cues).</li>   <li>● Student's manner is not relaxed and he/she appears anxious and awkward during the sessions.</li> </ul>	<ul style="list-style-type: none"> <li>● Student uses nonverbal and verbal techniques appropriate for the client and session (e.g., respond to client verbal and nonverbal cues).</li>   <li>● Student is relaxed, confident and composed in the session and takes risks in the session without hesitation.</li> </ul>

	<ul style="list-style-type: none"> <li>● Student is unable to take risks during the session.</li> </ul>	<ul style="list-style-type: none"> <li>● Student has taken some risks in the sessions but sometimes appears uncomfortable.</li> </ul>	<ul style="list-style-type: none"> <li>● Student is able to integrate his/her personal qualities and style into their role as a counselor.</li> </ul>
	<ul style="list-style-type: none"> <li>● Student is unclear about how and when to use the micro skills and how to integrate them into sessions.</li> <li>● The sessions are poorly organized, lacking a beginning, middle, and end.</li> </ul>	<ul style="list-style-type: none"> <li>● Student is able to use some micro skills from class but with difficulty transitioning into using various techniques.</li> <li>● Student has some problems structuring sessions and/or projects with a beginning, middle and end.</li> </ul>	<ul style="list-style-type: none"> <li>● Student consistently uses basic micro skills taught in class to structure a session with a beginning, middle and end in an organized manner.</li> </ul>
<b>Professionalism</b>	<ul style="list-style-type: none"> <li>● Student demonstrates a lack of awareness of his/her role as counselor.</li> <li>● Student does not demonstrate an understanding of the professional code of ethics and how it applies to them and impacts their role as counselor.</li> <li>● Student does not integrate supervision feedback from the instructor and/or peers into his/her sessions and written work.</li> <li>● Student is unprepared for, including sessions and written assignments; assignments are of poor quality and frequently late.</li> </ul>	<ul style="list-style-type: none"> <li>● Student demonstrates a developing awareness of his/her role as a counselor.</li> <li>● Student has some understanding of the professional code of ethics and how it applies to them, the profession and their role as counselor.</li> <li>● Student is able to understand the <b>supervision</b> feedback but has some problems integrating feedback into sessions and projects.</li> <li>● Student is typically prepared for class and assignments are adequate and timely.</li> </ul>	<ul style="list-style-type: none"> <li>● Student is aware of his/her role as a counselor.</li> <li>● Student has an understanding of the professional code of ethics and how it applies to them, the profession and their role as counselor.</li> <li>● Student is able to integrate <b>supervision</b> from instructor and peers into their sessions and/or written work.</li> <li>● Student is consistently prepared for class and sessions. All assignments are well prepared and timely.</li> </ul>

## “COMPETENCIES TO BE ACHIEVED” Evaluation Form

	Micro skills Lead	Skills on 6-point Scale							
		5	4	3	2	1	0	NA	
Attending	Culturally appropriate eye contact								
	Vocal qualities								
	Verbal Following, stay with topic								
	Body Language								
	Closeness/Sense of Space								
Listening	Open-ended question								
	Close-ended question								
	Encourager								
	Paraphrase								
	Clarifying								
	Reflection of Feelings								
	Reflection of Content								
	Reflection of Experience								
	Exploration of Feelings								
	Exploration of Content								
	Summarization								
	Influencing	Reflection of Meaning							
		Interpretation/Reframe							
Logical Consequences									
Self-disclosure									
Feedback									
Advice/information/and others									
Directive									
Confrontation (Combined Skill)									
Skill Focus	Focus on Client								
	Main theme/problem								
	Resilience								
	Family of Origin								
	Cultural/Environmental Context								
	Counselor Insight								
	Increase Client Self-aware								

- 5 = Outstanding
- 4 = Very satisfactory
- 3 = Adequate
- 2 = Needs some improvement
- 1 = Barely Passing
- 0 = Unsatisfactory--no effort expended

## CPSY 597 Weekly Log

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Name**

**Complete weekly log and submit at the beginning of class.**

Strengths	Areas for Growth

**Developmental Plan:**

**Responses to Readings:**

**Discussion Questions:**

**Personal Reflections:**

## Counseling Readiness Rating Scale

Counseling Student Name: _____ Date: _____
Program: _____ Advisor: _____ Graduation Date: _____
579: Instructor _____ 505 Site: _____

- |    |   |
|----|---|
| R6 | Highly recommend promotion to the next level of supervised experience |
| R5 | Recommend promotion to the next level of supervised experience        |
| R4 | Recommend promotion to the next level with some reservations          |
| R3 | Recommend promotion to the next level major reservations              |
| R2 | Recommend student repeat current level to bring up performance        |
| R1 | Recommend faculty review of student's progress in the program         |

_____ Judgment of READINESS for the next level of supervision
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Instructor's comments:   
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Future Learning Objectives:     
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The signatures below indicate that this evaluation has been mutually discussed and that there is a shared understanding of the basis for and meaning of the rating recorded above.	
Student Signature: _____	Date: _____
Faculty Signature: _____	Date: _____

Cc: Student, Instructor, Practicum Administrator, Student Clinical File, Faculty Advisor