Instructor: Bruce Cooper, LCDC  
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Phone: 432-349-1556  
Hours: Thursday, 5:00 – 9:00 p.m.

Course Description  
This lab will introduce the student to the special skills and techniques in the application of counseling skills for the Alcohol and Other Drug (AOD) client. Design and utilization of treatment planning using an individualized approach will be introduced and implemented. 

Confidentiality and ethical issues will be reviewed and practiced.

Required Text/s:  

Course Objectives  
Students will:  
1. Identify and demonstrate use of components of a helping model in counseling clients and significant others with related to chemical dependency  
2. Describe the central concepts of AOD counseling with individuals, groups, and families  
3. Identify issues of confidentiality and ethics and how they apply to the AOD client  
4. Demonstrate a beginning understanding of how the major counseling approaches are used in individual counseling when treating the AOD client  
5. Explain the relationship between case management and AOD counseling  
6. Define relapse prevention, elements of self-help recovery programs, stress management, discharge planning, and aftercare  
7. Document individual counseling goals, objectives and interventions in the treatment planning process  
8. Complete assignments from workbook

Requirements  
Students will:  
1. Attend 3 hours lab per week  
2. Participate in discussions and activities  
3. Counsel assigned classmate using counseling techniques discussed  
4. Complete out-of-class assignments  
5. Practice professional conduct and ethics  
6. Practice respectful learning exchanges

Classroom Policies  
All students are required to come to class prepared, which means having assignments completed prior to class, not in class. All assignments shall be typed and presented in a professional manner and turned in ON TIME.

The student is ultimately responsible for his/her own learning and professional growth, what you put into it is what you will get out of it! It is your responsibility to conduct a realistic self-appraisal of what you personally need to master and how you can best attain it. Challenge yourself to grow as an individual and a professional. Please respect the confidentiality of the classroom and discussions that are held.
CONFIDENTIALITY: These classes prepare you for a career in counseling. Some class discussions will deal with confidential material of yours and other students. Privileged information that is shared may under NO CIRCUMSTANCES be repeated or shared outside the classroom. Written materials, your own feelings and insights may be shared. CAUTION: IF YOU ARE NOT SURE, KEEP THE TRUST!

Evaluation
The lab portion of this course will consist of 30% of your final grade. The lab will be graded on:

10% attendance
10% participation
10% assignments

A = 90 – 100%
B = 89 – 80%
C = 79 – 70%
D = 69 – 60%
F = 59% or less

ADA Statement:
Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact the instructor as soon as possible. These conditions may include documented physical or educational disabilities. Please be aware that services of accommodations are not automatic. Each student must request then and secure the proper authorizations.

Chesly Herd, M.Ed., LPC, LCDC, Program Director 685-4729 Office 128 Science Faculty
Dr. Margaret Wade, Division Dean 685-4615 Office 125 Science Faculty
Mrs. Brenda Smith, Division Secretary 685-6413 Office 124 Science Faculty
Each student will be assigned to a classmate (client) to practice the art of counseling with; the students shall schedule time to devote to one another (preferably one hour per week to counsel, one hour per week to receive counseling); the student will both give and receive counseling; the student will document the sessions and form a treatment plan based on an individual goal.

**Lab Schedule**

Week I: Introduction

Week II: Chapter 1, 2, and 3 - Discussion
   - Exercises: 1-3, 1-4, 1-5
   - Exercises: 2-2, 2-3
   - Exercises: 3-1, 3-2, 3-3

Week III: Part two: Chapter 4 - how to LISTEN to a client
   - Discussion of Exercises, turn in exercises for feedback
   - Exercises: All

Week IV: Chapter 5 - Active Listening; Chapter 6 - Communicating Empathy
   - Exercises: All

Week V: Chapter 7 - Helping Clients Challenge Themselves
   - Exercises: All

Week VI: Chapter 8 - Challenging Skills; Chapter 9 - Breaking through Resistance
   - Exercises: All

Week VII: Chapter 10 - Help Client to Tell Story
   - Exercises: All

Week VIII: Chapter 11 - Goal Setting and Decision Making
   - Exercises: All

Week IX: Chapter 12 - Making a Commitment to Change
   - Exercises: All

Week X: Chapter 13 - Designing Strategy and Plans for Goals
   - Exercises: All

Week XI: Chapter 14 - Constructive Change: the difficulties and potential
   - Exercises: All

Week XII: Bringing it all Together
   - Exercises: Discuss both milestones and pitfalls of the counseling relationship pertaining to yourself as the counselor during the semester, as well as the client - present both perceptions

Week XIII: Presentation
   - Exercises: Present a specific technique, how to use it, when to use it, possible difficulties with the technique, and self-management strategies