

## Midland College Syllabus

2019-2020

DAAC 1309

Assessment Skill of Alcohol and Other Drug Addictions

3 Semester Credit Hours

x

### Instructor Information:

**Instructor:** Stephanie Shelton

**Phone:** 432-685-4729

**Office Hours:** MWF 12-2; T TH 1:30-6:30

**Office:** AHSF 175

**Email:** sshelton@midland.edu

**Notice:** Students MUST actively participate by completing an academic assignment required by the instructor by the official census date. Students who do not actively participate in an academically- related activity may be reported as never attended and dropped from the course.

### MANDATORY-State Requirements for Licensure:

Completion of Midland College degrees and/or certificates does not guarantee eligibility to take a certification/registry/licensure examination. The eligibility of each person is determined on an individual basis by the regulatory body of the specific discipline. If you have a conviction of a crime other than a minor traffic violation, physical or mental disability/illness, hospitalization/treatment for chemical dependency within the past five years, current intemperate use of drugs or alcohol or a previous denial of a licensure or action by a licensing authority, you will need to contact the specific regulatory body ([http://www.dshs.texas.gov/lcdc/lcdc\\_rules.shtm](http://www.dshs.texas.gov/lcdc/lcdc_rules.shtm)) for an individual ruling. Some programs require a criminal background check and urine and drug screen.

### Course Description:

Exploration of procedures and tools used to identify and assess a client's problems, strengths, deficits, and needs.

### Text, References and Supplies:

- **Required Texts:** Lawson, G. Lawson, Ann. Rivers, p. Clayton. Essentials of Chemical Dependency Counseling, 3<sup>rd</sup> edition, 2001, Pro.Ed., Inc.
  - ISBN: 978-0-944480-34-2.
- **Recommended Text:** American Psychiatric Association. Diagnostic and Statistical Manual of Mental Disorders IV Ed. Text Revision, American Psychiatric Association.
- **Recommended Text:** Herdman, John W. Global Criteria: The 12 Core Functions of the Substance Abuse Counselor, 5<sup>th</sup> edition, John Herdman.

Please refer to the Department of State Health Services website at [Department of State Health Services](#) for licensure requirements.

### Student Learning Outcomes:

Upon completion of this course the student will:

1. Explain the purpose of current assessment tools/instruments.
2. Demonstrate use of tools/instruments.
3. Develop an appropriate treatment plan for the client.
4. Identify ethical issues and client rights.
5. Discuss problems and develop a plan of action in consultation with a team of providers.
6. Understand, detect, intervene, and refer when signs of at-risk behaviors are present for individuals, and initiate necessary reporting requirements as indicated by state rules and regulations.

**Student Contributions, Responsibilities and Class 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**.

**Confidentiality:**

These classes prepare you for a career in counseling. Some class discussions will deal with confidential material. Privileged information that is shared in class may under NO CIRCUMSTANCES be repeated or shared outside of the classroom (Canvas is considered a classroom in this case). In regards to written materials, your OWN feelings, opinions, and/or insights may be shared. You are training to be professionals, act as a professional and use professional **ethics!** If you question whether classroom information should be shared, **do not** share.

Discussions “glorifying” substance abuse will not be tolerated. After the first warning, the instructor may remove the student from the class for such behavior.

**Attendance Policy:**

It is the responsibility of the students to know the policies and procedures associated with absences. These policies are set by instructors. Excused absences may include, but are not limited to, illness, severe weather, and death in the family. Instructors will determine whether or not an absence is excused. Please visit the [Midland College Catalog](#)

**Withdrawal Policy:**

Students who have enrolled in a Texas public institution of higher education as a first-time freshman in fall 2007 or later are permitted to drop no more than six courses during the entire undergraduate career. This limit includes all transfer work taken at a Texas institution of higher education and to second baccalaureate degrees. This statute was enacted by the State of Texas in spring 2007 (Texas Education Code 51.907). Any course that a student drops after Census Day is counted toward the six-course limit if “(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student’s transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution.” Please visit the [Midland College Catalog](#)

**Scholastic Dishonesty:**

Midland College does not tolerate scholastic dishonesty or academic misconduct in any form. Please read the MC Student Handbook on this subject. Please visit the [Midland College Catalog](#)

**Course Schedule:**

See attached.

**Evaluation of Students:**

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.

The course will be graded in the following format:

1. Each student will be graded on their display of **professional and ethical behavior** as determined by the instructor. If you have any questions regarding expectations, please visit with the instructor.
2. Each student is expected to attend class; excused absences will be given at the instructor's discretion.
3. Each student is required to complete given assignments and exams and submit them in a timely manner; if additional time is needed, please visit with the instructor.

<b>Assignments</b>	<b>Percentage of Grade</b>	<b>Grade Range</b>
Attendance	25%	90-100 A
Assignments	25%	89-80 B
Mid-term exam	25%	79-70 C
Final Project/Exam	25%	69-60 D
		59-0 F

### **ADA Statement:**

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter outlining any reasonable accommodations. The student must present the letter to the instructor at the beginning of the semester. More information can be found at the Midland College Catalog, or by Contacting the Midland College Disability Specialists at 432-685-4505.

Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

**Tana Baker, Title IX Coordinator/Compliance Officer, 3600 N Garfield, SSC 242, Midland, TX 79707 (432) 685-4781, [tbaker@midland.edu](mailto:tbaker@midland.edu); Natasha Morgan, Director Human Resources/Payroll, 3600 N Garfield, PAD 104, Midland, TX 79705 (432) 685-4534, [nmorgan@midland.edu](mailto:nmorgan@midland.edu).** For further information on notice of non-discrimination, visit [http://wdcrobcolp01.ed.gov/CFAPPS?OCR/contact us.cfm](http://wdcrobcolp01.ed.gov/CFAPPS?OCR/contact%20us.cfm) or call 19-800-421-3481

Spanish:

Midland College no discrimina por motivos de raza, color, nacionalidad, sexo, discapacidad, o edad en sus programas o actividades. Las siguientes personas han sido designadas para responder a cualquier pregunta o duda sobre estas políticas no discriminatorias:

**Tana Baker, Title IX Coordinator/Compliance Officer, 3600 N Garfield, SSC 242, Midland, TX 79707 (432)**

685-4781, [tbaker@midland.edu](mailto:tbaker@midland.edu); Natasha Morgan, Director Human Resources/Payroll, 3600 N Garfield, PAD 104, Midland, TX 79705 (432) 685-4534 , [nmorgan@midland.edu](mailto:nmorgan@midland.edu)

Para mas information sobre estas politicias no discriminatoiras, viste

<http://wdcrocolp01.ed.gov/CFAPPS?OCR/cinatctsus.cfm> o llame al 1-800-421-3481

**Division Information:**

<b>Dean: Dr. Frank DeLaO</b>	<b>MHAB 175</b>	<b>432-685-6812</b>
<b>Dept Chair: Ms Stephanie Shelton</b>	<b>AHSF 175</b>	<b>432-685-4729</b>
<b>Div Sec: Ms Angelina Dolaptchieva</b>	<b>MHAB 174</b>	<b>432-685-6830</b>
<b>Clerk: Ms. Adelle Dowling</b>	<b>MHAB 176</b>	<b>432-685-6829</b>