I. **Course Description**

CNEP 6396, DOCTORAL INTERNSHIP, 3 semester hours. Provides for an intensive, supervised professional experience in an approved counseling setting. The internship consists of a total of 300 clock hours. Students will experience delivery of services and will be supervised while supervising other professionals. Prerequisite: CNEP 6395. Grade assigned will be “credit” (CR) or “no credit” (NC). Students repeat the internship for another 300 clock hours and another 3 semester hours of credit.

II. **Rationale**

Doctoral students are required to complete doctoral-level counseling internships that total a minimum of 600 clock hours. The 600 hours include supervised experiences in counselor education and supervision (e.g., clinical practice, research, teaching). The internship includes most of the activities of a regularly employed professional in the setting. The 600 hours may be allocated at the discretion of the doctoral advisor and the student on the basis of experience and training.

III. **State Adopted Proficiencies for Teachers and/or Administrators/Counselors (NA)**

IV. **TExES Competencies (NA)**

V. **Course Objectives/Learning Outcomes:** This course is designed to meet the following 2016 CACREP Standards.

A. Doctoral Standard C.7 Doctoral Students are required to complete internships that total a minimum of 600 clock hours. The 600 hours must include supervised experiences in at least three of the five doctoral core areas (counseling, teaching, supervision, research and scholarship, leadership and advocacy). Doctoral students are covered by individual professional counseling liability insurance policies while enrolled in a counseling or supervision internship.

B. Doctoral Standard C.8 During internships, the student receives an average of one hour per week of individual and/or triadic supervision, performed by a supervisor with a doctorate in counselor education or an individual with a graduate degree and specialized expertise to advance the student’s knowledge and skills.

C. Doctoral Standard C.9 Group supervision is provided on a regular schedule with other students throughout the internship and must be performed by a counselor education program faculty member.
The primary student learning outcome for this course includes the following:

**Doctoral students will demonstrate skill in a minimum of three of five doctoral core areas (counseling, teaching, supervision, research and scholarship, leadership) by the end of the second internship as assessed by 90 percent of students earning ratings of good or above on a minimum of three areas of assessment by the site supervisor and university instructors.**

**Additional student learning outcomes will vary according to core areas being assessed. Sample additional student learning outcomes may include items such as the following and will be finalized by the doctoral student and faculty instructor no later than the second group supervision.**

Doctoral students will demonstrate a personal theoretical counseling orientation that is based on a critical review of existing counseling theories that will be measured via clinical skills ratings on mid-semester and final evaluations by site and university supervisor, and ratings on required papers and projects.

Doctoral students will demonstrate effective application of multiple counseling theories as measured by the mid-semester site supervisor evaluation and the instructor final evaluation.

Doctoral students will demonstrate the application of a personal style of supervision based on critical review of supervision theory as assessed by the site supervisor mid-semester evaluation and the instructor final evaluation.

Doctoral students will demonstrate application of instructional theory and methods relevant to counselor education as measured by the mid-semester site supervisor evaluation and the instructor final evaluation.

Doctoral students will demonstrate the ability to provide leadership or contribute to leadership efforts of professional organizations and/or counseling programs as measured on the mid-semester site supervisor evaluation and the instructor final evaluation.

Doctoral students will understand ethical, legal, and multicultural issues associated with counselor preparation training as measured by the site supervisor mid-semester evaluation and the instructor final evaluation.

Doctoral students will demonstrate the ability to develop and submit a program proposal for presentation at state, regional, or national counseling conferences as measured by the mid-semester site supervisor evaluation and the instructor final evaluation.

Doctoral students will demonstrate an understanding of case conceptualization and effective interventions across diverse populations and settings theories as measured by the mid-semester site supervisor evaluation and the instructor final evaluation.
Doctoral students will demonstrate the ability to advocate for the profession and its clientele as measured by the mid-semester site supervisor evaluation and the instructor final evaluation.

VI. Course Topics

*The major topics to be considered are:* Major topics and experiences will be counselor education, pedagogy, research, supervision, consultation, and training. Special topics may include social and cultural issues, social change and advocacy action planning, CACREP standards, school/clinical mental health/marriage and family counseling program development, professionalism, ethical dilemmas, legal issues, submission of program proposals, presentations at state and national conferences, and writing for publication.

VII. Instructional Methods and Activities

*Methods and activities for instruction include field experiences, group, individual and/or triadic supervision:*

A. Interns will obtain at least 300 hours of advanced professional experiences for each semester. This is inclusive of both supervision and field experience hours.

B. With approval of instructor, intern will secure a signed agreement with a site supervisor for 1 hour of weekly individual or triadic supervision of the internship experience (15 hours required to pass course).

C. Student will submit proposal describing individual internship goals for semester. Refer to leaning outcomes in V. Course Objectives/Learning Outcomes. Proposal should be submitted with the site supervisor’s agreement form.

D. Students will come to class prepared, complete readings, and actively participate in supervision by contributing to agenda and discussing internship activities including issues in ethics, supervision, counseling, research, evaluation, pedagogy, and scholarship.

E. Interns will actively participate in an average of 1 1/2 hours of group supervision each week. Students will be responsible for bringing supervision concerns, topics, and questions for the agenda. Ethical and legal practices, social and cultural issues, social justice, and advocacy will be addressed as related to each topic (Minimum of 22½ total hours of group supervision required to pass course).

F. Students will study 2016 CACREP standards and prepare to discuss issues, implications, and applications in class discussion.

G. Students will submit site supervisor evaluation at mid semester.

H. Students will submit updated Curriculum Vita suitable for a counselor educator (second internship).

I. As reflected on schedule, submit cumulative weekly logs (use instructor's form) of internship experiences including direct/indirect hours, group, and individual/triadic supervision sessions.

J. Each class we will have a structured discussion on an identified topic in syllabus. One student will be responsible for facilitating the discussion. As part of the facilitation role, the designated discussion leader will select a reading which will be assigned to the class before the meeting. Discussion leaders will follow up by
posting at least two questions on line to be responded to by class members on discussion board.

L. **Internship I only:** Before scheduling individual evaluation appointment with professor during final exam week, submit paper reflecting on your internship experience. Describe, reflect on, and evaluate your personal and professional growth during the semester, and identify areas you will work on during Internship II.

M. **Internship II only:** Before scheduling individual evaluation appointment with professor during final exam week, submit paper reflecting on your internship experience. Describe, reflect on, and evaluate your personal and professional growth for this semester and conclude with an overall summary of your field experience over the three semesters of practicum/internship.

N. Students will submit to instructor materials documenting internship activities such as proposals, reports, program development/evaluation, manuscripts, audio/video tapes, copies of documents, programs, reading list etc.

VIII. **Evaluation and Grade Assignment**

*The methods of evaluation and the criteria for grade assignment are:*

A. **Evaluation methods and contribution to final grade (Internship I)**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Weight</th>
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<tr>
<td>Proposal</td>
<td>10</td>
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<tr>
<td>Timely submission required forms</td>
<td>10</td>
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<tr>
<td>Participation in Supervision Group</td>
<td>10</td>
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<tr>
<td>Serve as Discussion Leader</td>
<td>10</td>
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<tr>
<td>Discussion Board Responses</td>
<td>10</td>
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<tr>
<td>Counseling Skills Demonstration/Critique</td>
<td>15</td>
</tr>
<tr>
<td>Teaching/Supervision/Counseling Tape</td>
<td>15</td>
</tr>
<tr>
<td>Site Supervisor Evaluation</td>
<td>25</td>
</tr>
<tr>
<td>Reflection &amp; Evaluation Paper</td>
<td>10</td>
</tr>
<tr>
<td>Instructor Evaluation</td>
<td>25</td>
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<tr>
<td><strong>Total grade</strong></td>
<td><strong>140 pts</strong></td>
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B. **Grading Scale**

126 and above = Credit  
125 and below = Non Credit

IX. **Course Schedule and Policies**

A. **Richard J. Ricard, PhD, LPC Office: FC204B**

B. **This is a fluid syllabus and is subject to change at instructor discretion.**

8/24 Overview of Class Objectives & Requirements  
Internship goals, career life goals  
Group supervision
8/31  **Due: Internship Proposal/Site Agreement**  
**Signed Ethics Agreement**  
Read, prior to class:  
Group Supervision

9/7  Gatekeeping Roles, Responsibility & Best Practices  
Group Supervision  
Discussion Leader 1

9/14  Role as a counselor educator: Pedagogy and Teaching Issues (Readings in bibliography or as selected)  
Group Supervision  
Discussion leader 2

9/21  Role as a Scholar: Boyer Model of Scholarship  
Group Supervision  
Discussion Leader 3

9/28  Ethics  
Group Supervision  
**Due: 1st Doctoral Practicum/Internship Cumulative Weekly Logs**  
Discussion Leader 4

10/5  CACREP Standards Now & Then 2009 vs 2016  
Group supervision  
Discussion Leader 5

10/12  Perspectives on Counselor Education Program Development & Evaluation  
Group supervision  
Discussion Leader 6

10/19  Role as a supervisor  
Group Supervision  
**Due: Site Supervisor's Evaluation of Doctoral Intern**  
Discussion Leader 7

10/26  Role as an Advocate & Leader in Intersecting Professional Contexts  
Group Supervision  
Discussion Leader 8

11/2  ***On-Line Assignment (TCA Professional Growth Conference)***  
**Due: 2nd Doctoral Practicum/Internship Cumulative Weekly Logs**
Group Supervision

11/9  Career goals and professional identity: Reassessment
**Schedule individual evaluation interviews with instructor
Discussion Leader 9

11/16  Professional Self Care: Walking our Talk
Group Supervision
Discussion Leader 10

11/23  Thanksgiving Holiday (No Class)

11/30  Final Group Supervision: Closing Activity
Due: Intern Evaluation of Site Supervisor and Field Site &
Due: Final Cumulative Doctoral Practicum/Internship Logs
Due: Paper Reflecting Semester Internship Experience

B. Class Policies
Attendance, participation, readings and other assignments are mandatory.
Professor must be notified and approve of excused or unavoidable absences.
CACREP internship supervision requirements must be met in order to pass the
course. Incomplete grade requests are granted only in extraordinary circumstances
and must be requested in advance by the student. All work will be submitted in
APA format. The Proposal and Reflection/Evaluation papers must be accepted by
the professor to receive credit.

X. Textbook
In lieu of a single textbook, doctoral students are expected to complete readings related to
internship goals and area of specialization. Readings may also be selected from
bibliography below. Additional readings will be required for various class activities and
field experiences as related to internship proposals.

XI. Bibliography
The knowledge bases that support course content and procedures include:
American Association for Counseling and Development (2005). ACA 2005 Code of
psychological association 6th. ed.). Washington D.C., Author
American Psychiatric Association (2000). Diagnostic and statistical manual of mental
Bemak, F. (2000). Transforming the role of the school counselor to provide leadership in
educational reform through collaboration. Professional School Counseling, 3,
323-331.
Boote, D. N., & Beile, P. (2005). Scholars before researchers: On the centrality of the


Thompson, B. (2007). The syllabus as a communication document: Constructing and
presenting the syllabus. *Communication Education, 56, 54-71.*


**XII. Grade Appeals**

As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

**XIII. Disabilities Accommodations**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Driftwood 101.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

**XIV. Statement of Academic Continuity***
In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.
Texas A&M University-Corpus Christi
College of Education
Department of Counseling and Educational Psychology
Doctoral Program

6396 (1)______ 6396 (2) ______

MID SEMESTER EVALUATION OF INTERNSHIP STUDENT
BY SITE SUPERVISOR

Student Name: ___________________________ Date: ___________________________
Practicum/Internship Site: ___________________________
Site Supervisor: ___________________________ University Instructor: ___________________________

In addition to advanced counseling practice, doctoral students may be working in the following areas during the doctoral practicum/internship semesters: professional leadership roles in counselor education and school counseling, supervision, consultation, teaching/training, research/evaluation, program development, technical competence. Areas of focus are identified in an individualized practicum/internship plan proposed by the student and approved by the university instructor. Please indicate Doctoral student's skill/performance levels in the following areas by circling the appropriate rating: (1) low, (2) fair, (3) good, (4) very good, (5) excellent, or (N/ A) not applicable. Narrative comments are requested on the last page of the evaluation.

1. Demonstrates willingness to accept feedback, critique, and suggestions. 1 2 3 4 5 N/A
2. Indicates a desire to develop advanced professional skills. 1 2 3 4 5 N/A
3. Demonstrates openness to make changes. 1 2 3 4 5 N/A
4. Shows evidence of advanced counseling/professional competence. 1 2 3 4 5 N/A
5. Demonstrates ability to establish and maintain productive relationships with individuals, clients or students. 1 2 3 4 5 N/A
6. Demonstrates advanced ability to explore and assess concerns of individuals, clients, or students. 1 2 3 4 5 N/A
7. Demonstrates an ability to handle stressful situations constructively. 1 2 3 4 5 N/A
8. Demonstrates flexibility in working with unique situations. 1 2 3 4 5 N/A
9. Practices professional and ethical behavior. 1 2 3 4 5 N/A
10. Abides by university/institution/agency policies.  
11. Indicates enthusiastic commitment to the counseling profession.  
12. Displays professional self-confidence.  
13. Demonstrates ability to use effective interpersonal communication skills with colleagues, supervisors, clients, and/or students.  
14. Demonstrates ability to professionally and effectively convey information orally as well as in writing.  
15. Develops collaborative relationships with program faculty in teaching, supervision, research, professional writing, and service to the profession.  
16. Demonstrates understanding of the major roles, responsibilities, and activities of counselor educators.  

The following CACREP Course Objectives/Learning Outcomes are measured and met in CNEP 6396 Doctoral internship. In developing counselor education competencies, doctoral students may collaborate with faculty members other than the site supervisor and internship instructor in the areas of supervision, teaching, research and scholarship, counseling, and leadership and advocacy. The following skill/performance areas are to be assessed by the appropriate faculty member/instructor/supervisor. Signatures indicate ongoing collaboration, monitoring, supervision, and evaluation relevant to the specific area.

SUPERVISION
17. Demonstrates the application of theory and skills of clinical supervision.  
18. Develops and demonstrates a personal style of supervision.  

Practicum Instructor Signature: ___________________________ Date: __________

TEACHING
20. Understands ethical, legal considerations in counselor education and teaching.  

Supervising Instructor Signature: ___________________________ Date: __________
RESEARCH AND SCHOLARSHIP

21. Demonstrates the ability to develop and submit a program Proposal for presentation at state, regional, or national counseling conferences.  

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COUNSELING

22. Demonstrates a personal theoretical counseling orientation that is based on a critical review of existing counseling theories.  

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22. Demonstrates effective application of multiple counseling theories.  

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23. Demonstrates an understanding of case conceptualization and effective interventions across diverse populations and settings.  

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Clinical Supervisor Signature: ___________________________ Date: __________

LEADERSHIP AND ADVOCACY

24. Demonstrates the ability to provide leadership or contribute to leadership efforts of professional organizations and/or counseling programs.  

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25. Demonstrates the ability to advocate for the profession and its clientel.  

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Faculty Signature: ___________________________ Date: __________

26. OVERALL PERFORMANCE  

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MAJOR STRENGTHS

OPPORTUNITIES FOR CHANGE AND GROWTH

GRADE RECOMMENDATION (Please include a brief explanation of grade.)

(    ) Credit  (    ) Noncredit

Site Supervisor Signature: ________________________________ Date: _________

Student Signature: ________________________________ Date: _________

University Instructor Signature: ________________________________ Date: _________
Texas A&M University-Corpus Christi
College of Education
Department of Counseling and Educational Psychology
Doctoral Program

FINAL EVALUATION OF PRACTICUM/INTERNSHIP STUDENT
BY UNIVERSITY INSTRUCTOR

Student Name:_________________________________________Date:____________________

Practicum/Internship Site:________________________________________________________

Site Supervisor:_______________________________________________________________

University Instructor:__________________________________________________________

In addition to advanced counseling practice, doctoral students may be working in the following areas during the doctoral practicum/internship semesters: professional leadership roles in counselor education and school counseling, supervision, consultation, teaching/training, research/evaluation, program development, technical competence. Areas of focus are identified in an individualized practicum/internship plan proposed by the student and approved by the university instructor.

Please briefly describe practicum/internship accomplishments:
Please circle **Doctoral** student's overall skill/performance level by circling the appropriate rating:

(1) low  (2) fair  (3) good  (4) very good  (5) excellent

Comments and observations:

GRADE RECOMMENDATION (Please include a brief explanation of grade.)

(    ) Credit  (    ) Noncredit

Student Signature:_________________________ Date:______________

University Instructor Signature:_________________________ Date:______________
2016 CACREP Standards

This document includes the final version of the 2016 CACREP Standards that were adopted by the CACREP Board. CACREP is providing this document so that counseling program faculty, administrators, and other agency personnel can plan for their future implementation on July 1, 2016.

Please note that programs planning to seek CACREP accreditation under the 2016 Standards should not consider this a stand-alone document. Over the next several months, CACREP will release additional documents that include updated policies, application procedures, and a description of review processes. It is anticipated that these additional documents will be posted by mid-July 2015. All applications submitted under the 2016 Standards will be held to the forthcoming policies, procedures, and review processes.

While counseling programs will be allowed to apply using the 2016 Standards once all documents are posted, any application for accreditation postmarked after June 30, 2016, MUST address the 2016 Standards.

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Introduction to the 2016 CACREP Standards

CACREP accreditation is both a process and a status. Institutional application for CACREP accreditation denotes a commitment to program excellence. The accreditation process incorporates programs’ self-assessment along with external review to determine if and how program standards are being met. Accredited status indicates to the public at large that a program is fulfilling its commitment to educational quality.

The 2016 CACREP Standards were written with the intention to simplify and clarify the accreditation requirements. An intentional effort was made to avoid redundancy and confusing language. The lack of multiple references to any particular content area was not meant to discount the importance of any of those content areas. At minimum, programs must address all required content, but they may choose the level of emphasis placed on each content area.

The 2016 CACREP Standards were also written with the intent to promote a unified counseling profession. Requirements are meant to ensure that students graduate with a strong professional counselor identity and with opportunities for specialization in one or more areas. The Standards require that graduates demonstrate both knowledge and skill across the curriculum as well as professional dispositions.

Although the 2016 CACREP Standards delineate accreditation requirements, they do not dictate the manner in which programs may choose to meet standards. Program innovation is encouraged in meeting both the intent and spirit of the 2016 CACREP Standards. Program faculty and reviewers should understand that counselor education programs can meet the accreditation
requirements in a variety of ways. Providing evidence of meeting or exceeding the standards is the responsibility of the program.

Graduates of CACREP-accredited programs are prepared for careers in mental health, human services, education, private practice, government, military, business, and industry. Entry-level program graduates are prepared as counseling practitioners, and for respective credentials (e.g., licensure, certification) in their specialty area. Doctoral-level graduates are prepared for counselor education, supervision, and practice.

The 2016 CACREP Standards are organized into six sections. Section 1, The Learning Environment, includes standards pertaining to the institution, the academic unit, and program faculty and staff. Section 2, Professional Counseling Identity, includes foundational standards and the counseling curriculum, comprising the eight required core content areas. Section 3, Professional Practice, refers to standards required for entry-level practice, practicum, internship, supervisor qualifications, and practicum and internship course loads. Section 4, Evaluation in the Program, provides standards relevant to evaluation of the program, assessment of students, and evaluation of faculty and site supervisors. Section 5, Entry-Level Specialty Areas, provides standards relevant to specialty areas offered by the program. These include addictions; career; clinical mental health; clinical rehabilitation; college counseling and student affairs; marriage, couple, and family; and school counseling. For each specialty area, standards pertaining to foundations, contextual dimensions and practice are provided. Section 6 contains the Doctoral Standards for Counselor Education and Supervision, including learning environment, professional identity, and doctoral-level practicum and internship requirements. In addition to the 2016 Standards, a Glossary, defining key terms within the 2016 CACREP Standards document is available.

SECTION 1: THE LEARNING ENVIRONMENT

The following Standards apply to all entry-level and doctoral-level programs for which accreditation is being sought unless otherwise specified.

THE INSTITUTION

1. The academic unit is clearly identified as part of the institution’s graduate degree offerings and has primary responsibility for the preparation of students in the program. If more than one academic unit has responsibility for the preparation of students in the program, the respective areas of responsibility and the relationships among and between them must be clearly documented.
2. The institutional media accurately describe the academic unit, the core counselor education program faculty, and each program and specialty area offered, including admissions criteria, accreditation status, methods of instruction, minimum degree requirements, matriculation requirements, and financial aid information.

3. The institution is committed to providing the program with sufficient financial support to ensure continuity, quality, and effectiveness in all of the program’s learning environments.

4. The institution provides opportunities for graduate assistantships for program students that are commensurate with graduate assistantship opportunities in other clinical programs in the institution.

5. The institution provides support for counselor education program faculty to participate in professional activities, scholarly activities, and service to the profession.

6. The institution provides learning resources appropriate for scholarly inquiry, study, and research relevant to counseling and accessible by all counselor education program faculty and students.

7. The institution provides technical support to all counselor education program faculty and students to ensure access to information systems for learning, teaching, and research.

8. The institution provides information to students in the program about personal counseling services provided by professionals other than counselor education program faculty and students.

9. The institution provides adequate and appropriate access to counseling instruction environments (on or off campus) that are conducive to training and supervision of individual and group counseling. The counseling instruction environments include technologies and other observational capabilities as well as procedures for maintaining privacy and confidentiality.

4

THE ACADEMIC UNIT

10. Entry-level degree specialty areas in Addiction Counseling; Clinical Mental Health Counseling; Clinical Rehabilitation Counseling; and Marriage, Couple, and Family Counseling consist of approved, graduate-level study with a minimum of 60 semester credit hours or 90 quarter credit hours required of all students. Until June 30, 2020, Career Counseling, College Counseling and Student Affairs, and School Counseling specialty areas require a minimum of 48 semester hours or 72 quarter hours. Beginning July 1, 2020, all entry-level degree programs require a minimum of 60 semester credit hours or 90 quarter credit hours for all students.

11. The academic unit makes continuous and systematic efforts to attract, enroll, and retain a diverse group of students and to create and support an inclusive learning community.

12. Entry-level admission decision recommendations are made by the academic unit’s selection committee and include consideration of each applicant’s (1) relevance of career goals, (2) aptitude for graduate-level study, (3) potential success in forming effective counseling relationships, and (4) respect for cultural differences.
13. Before or at the beginning of the first term of enrollment in the academic unit, the program provides a new student orientation during which a student handbook is disseminated and discussed, students’ ethical and professional obligations and personal growth expectations as counselors-in-training are explained, and eligibility for licensure/certification is reviewed.

14. The student handbook includes (1) the mission statement of the academic unit and program objectives, (2) information about professional counseling organizations, opportunities for professional involvement, and activities appropriate for students, (3) matriculation requirements, (4) expectations of students, (5) academic appeal policy, (6) written endorsement policy explaining the procedures for recommending students for credentialing and employment, and (7) policy for student retention, remediation, and dismissal from the program.

15. Counselor education programs have and follow a policy for student retention, remediation, and dismissal from the program consistent with institutional due process policies and with the counseling profession’s ethical codes and standards of practice.

16. Students in entry-level programs have an assigned advisor at all times during the program who helps them develop a planned program of study.

17. The academic unit makes continuous and systematic efforts to recruit, employ, and retain a diverse faculty to create and support an inclusive learning community.

18. The academic unit has faculty resources of appropriate quality and sufficiency to meet the demands of the program. For entry-level programs, the academic unit must employ a minimum of three full-time core counselor education program faculty members who teach in the entry-level program. Core counselor education program faculty may only be designated as core faculty at one institution.

19. To ensure that students are taught primarily by core counselor education program faculty, for any calendar year, the combined number of course credit hours taught by non-core faculty must not exceed the number of credit hours taught by core faculty.

20. For any calendar year, the ratio of full-time equivalent (FTE) students to FTE faculty should not exceed 12:1.

21. The teaching and advising loads, scholarship, and service expectations of counselor education program faculty members are consistent with the institutional mission and the recognition that counselor preparation programs require extensive clinical instruction.

22. Clerical assistance is available to support faculty/program activities and is commensurate with that provided for similar graduate programs.

FACULTY AND STAFF

23. Core counselor education program faculty have earned doctoral degrees in counselor education, preferably from a CACREP-accredited program, or have related doctoral degrees and have been employed as full-time faculty members in a counselor education program for a minimum of one full academic year before July 1, 2013.
24. Core counselor education program faculty identify with the counseling profession (1) through sustained memberships in professional counseling organizations, (2) through the maintenance of certifications and/or licenses related to their counseling specialty area(s), and (3) by showing evidence of sustained (a) professional development and renewal activities related to counseling, (b) professional service and advocacy in counseling, and (c) research and scholarly activity in counseling commensurate with their faculty role.

25. Within the structure of the institution’s policies, the core counselor education program faculty have the authority to determine program curricula and to establish operational policies and procedures for the program.

26. Non-core faculty may be employed who support the mission, goals, and curriculum of the counselor education program. They must have graduate or professional degrees in a field that supports the mission of the program.

27. The core counselor education program faculty orient non-core faculty to program and accreditation requirements relevant to the courses they teach.

BB. All core and non-core counselor education program faculty have relevant preparation and experience in relation to the courses they teach.

CC. A core counselor education program faculty member is clearly designated as the academic unit leader for counselor education; this individual must have a written job description that includes (1) having responsibility for the coordination of the counseling program(s), (2) responding to inquiries regarding the overall academic unit, (3) providing input and making recommendations regarding the development of and expenditures from the budget, (4) providing or delegating year-round leadership to the operation of the program(s), and (5) receiving release time from faculty member responsibilities to administer the academic unit.

DD. A program faculty member or administrator is identified as the practicum and internship coordinator for the academic unit and/or program; this individual must have a written job description that includes (1) having responsibility for the coordination of practicum and internship experiences in designated counselor education program(s), and (2) responding to inquiries regarding practicum and internship.

SECTION 2: PROFESSIONAL COUNSELING IDENTITY

The following Standards apply to all entry-level and doctoral-level programs for which accreditation is being sought unless otherwise specified.

FOUNDATION

1. The counselor education program has a publicly available mission statement and program
objectives.

2. The program objectives (1) reflect current knowledge and projected needs concerning counseling practice in a multicultural and pluralistic society; (2) reflect input from all persons involved in the conduct of the program, including counselor education program faculty, current and former students, and personnel in cooperating agencies; (3) address student learning; and (4) are written so they can be evaluated.

3. Students actively identify with the counseling profession by participating in professional counseling organizations and by participating in seminars, workshops, or other activities that contribute to personal and professional growth.

COUNSELING CURRICULUM

D.

E. F.

1.

Syllabi are available for review by all enrolled or prospective students, are distributed at the beginning of each curricular experience, and include (1) content areas, (2) knowledge and skill outcomes, (3) methods of instruction, (4) required text(s) and/or reading(s), (5) student performance evaluation criteria and procedures, and (6) a disability accommodation policy and procedure statement.

Current counseling-related research is infused in the curriculum.

The eight common core areas represent the foundational knowledge required of all entry-level counselor education graduates. Therefore, counselor education programs must document where each of the lettered standards listed below is covered in the curriculum.

PROFESSIONAL COUNSELING ORIENTATION AND ETHICAL PRACTICE

1. history and philosophy of the counseling profession and its specialty areas
2. the multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation
3. counselors’ roles and responsibilities as members of interdisciplinary community outreach and emergency management response teams
4. the role and process of the professional counselor advocating on behalf of the profession
5. advocacy processes needed to address institutional and social barriers that impede access, equity, and success for clients
6. professional counseling organizations, including membership benefits, activities, services to members, and current issues
7. professional counseling credentialing, including certification, licensure, and accreditation practices and standards, and the effects of public policy on these issues
8. current labor market information relevant to opportunities for practice within the counseling profession
9. ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling
10. technology’s impact on the counseling profession
11. strategies for personal and professional self-evaluation and implications for practice
12. self-care strategies appropriate to the counselor role
13. the role of counseling supervision in the profession

2. SOCIAL AND CULTURAL DIVERSITY
   1. multicultural and pluralistic characteristics within and among diverse groups nationally and internationally
   2. theories and models of multicultural counseling, cultural identity development, and social justice and advocacy
   3. multicultural counseling competencies
   4. the impact of heritage, attitudes, beliefs, understandings, and acculturative experiences on an individual’s views of others
   5. the effects of power and privilege for counselors and clients
   6. help-seeking behaviors of diverse clients
   7. the impact of spiritual beliefs on clients’ and counselors’ worldviews
   8. strategies for identifying and eliminating barriers, prejudices, and processes of intentional and unintentional oppression and discrimination

3. HUMAN GROWTH AND DEVELOPMENT
   1. theories of individual and family development across the lifespan
   2. theories of learning
   3. theories of normal and abnormal personality development
   4. theories and etiology of addictions and addictive behaviors
   5. biological, neurological, and physiological factors that affect human development, functioning, and behavior
   6. systemic and environmental factors that affect human development, functioning, and behavior
   7. effects of crisis, disasters, and trauma on diverse individuals across the lifespan
   8. a general framework for understanding differing abilities and strategies for differentiated interventions
   9. ethical and culturally relevant strategies for promoting resilience and optimum development and wellness across the lifespan

4. CAREER DEVELOPMENT
   1. theories and models of career development, counseling, and decision making
2. approaches for conceptualizing the interrelationships among and between work, mental well-being, relationships, and other life roles and factors
3. processes for identifying and using career, avocational, educational, occupational and labor market information resources, technology, and information systems
4. approaches for assessing the conditions of the work environment on clients’ life experiences
5. strategies for assessing abilities, interests, values, personality and other factors that contribute to career development
6. strategies for career development program planning, organization, implementation, administration, and evaluation
7. strategies for advocating for diverse clients’ career and educational development and employment opportunities in a global economy
8. strategies for facilitating client skill development for career, educational, and life work planning and management
9. methods of identifying and using assessment tools and techniques relevant to career planning and decision making
10. ethical and culturally relevant strategies for addressing career development

5. COUNSELING AND HELPING RELATIONSHIPS
   1. theories and models of counseling
   2. a systems approach to conceptualizing clients
   3. theories, models, and strategies for understanding and practicing consultation
   4. ethical and culturally relevant strategies for establishing and maintaining in-person and technology-assisted relationships
   5. the impact of technology on the counseling process

6. counselor characteristics and behaviors that influence the counseling process
7. essential interviewing, counseling, and case conceptualization skills
8. developmentally relevant counseling treatment or intervention plans
9. development of measurable outcomes for clients
10. evidence-based counseling strategies and techniques for prevention and intervention
11. strategies to promote client understanding of and access to a variety of community-based resources
12. suicide prevention models and strategies
13. crisis intervention, trauma-informed, and community-based strategies, such as Psychological First Aid
14. processes for aiding students in developing a personal model of counseling

6. GROUP COUNSELING AND GROUP WORK
   1. theoretical foundations of group counseling and group work
   2. dynamics associated with group process and development
   3. therapeutic factors and how they contribute to group effectiveness
   4. characteristics and functions of effective group leaders
   5. approaches to group formation, including recruiting, screening, and selecting members
6. types of groups and other considerations that affect conducting groups in varied settings
7. ethical and culturally relevant strategies for designing and facilitating groups
8. direct experiences in which students participate as group members in a small group activity, approved by the program, for a minimum of 10 clock hours over the course of one academic term

7. ASSESSMENT AND TESTING
   1. historical perspectives concerning the nature and meaning of assessment and testing in counseling
   2. methods of effectively preparing for and conducting initial assessment meetings
   3. procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide
   4. procedures for identifying trauma and abuse and for reporting abuse
   5. use of assessments for diagnostic and intervention planning purposes

11. basic concepts of standardized and non-standardized testing, norm-referenced and criterion-referenced assessments, and group and individual assessments
7. statistical concepts, including scales of measurement, measures of central tendency, indices of variability, shapes and types of distributions, and correlations
8. reliability and validity in the use of assessments
9. use of assessments relevant to academic/educational, career, personal, and social development
10. use of environmental assessments and systematic behavioral observations
11. use of symptom checklists, and personality and psychological testing
12. use of assessment results to diagnose developmental, behavioral, and mental disorders
13. ethical and culturally relevant strategies for selecting, administering, and interpreting assessment and test results

8. RESEARCH AND PROGRAM EVALUATION
   1. the importance of research in advancing the counseling profession, including how to critique research to inform counseling practice
   2. identification of evidence-based counseling practices
   3. needs assessments
   4. development of outcome measures for counseling programs
   5. evaluation of counseling interventions and programs
   6. qualitative, quantitative, and mixed research methods
   7. designs used in research and program evaluation
   8. statistical methods used in conducting research and program evaluation
   9. analysis and use of data in counseling
10. ethical and culturally relevant strategies for conducting, interpreting, and reporting the results of research and/or program evaluation
SECTION 3: PROFESSIONAL PRACTICE

Professional practice, which includes practicum and internship, provides for the application of theory and the development of counseling skills under supervision. These experiences will provide opportunities for students to counsel clients who represent the ethnic and demographic diversity of their community.

The following Standards apply to entry-level programs for which accreditation is being sought.

ENTRY-LEVEL PROFESSIONAL PRACTICE

1. Students are covered by individual professional counseling liability insurance policies while enrolled in practicum and internship.

2. Supervision of practicum and internship students includes program-appropriate audio/video recordings and/or live supervision of students’ interactions with clients.

3. Formative and summative evaluations of the student’s counseling performance and ability to integrate and apply knowledge are conducted as part of the student’s practicum and internship.

4. Students have the opportunity to become familiar with a variety of professional activities and resources, including technological resources, during their practicum and internship.

5. In addition to the development of individual counseling skills, during either the practicum or internship, students must lead or co-lead a counseling or psychoeducational group.

PRACTICUM

6. Students complete supervised counseling practicum experiences that total a minimum of 100 clock hours over a full academic term that is a minimum of 10 weeks.

7. Practicum students complete at least 40 clock hours of direct service with actual clients that contributes to the development of counseling skills.

8. Practicum students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the practicum by (1) a counselor education program faculty member, (2) a student supervisor who is under the supervision of a counselor education program faculty member, or (3) a site supervisor who is working in consultation on a regular schedule with a counselor education program faculty member in accordance with the supervision agreement.

9. Practicum students participate in an average of 1 1/2 hours per week of group supervision on a regular schedule throughout the practicum. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.
INTERNSHIP

10. After successful completion of the practicum, students complete 600 clock hours of supervised counseling internship in roles and settings with clients relevant to their specialty area.

11. Internship students complete at least 240 clock hours of direct service.
12. Internship students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the internship, provided by (1) the site supervisor, (2) counselor education program faculty, or (3) a student supervisor who is under the supervision of a counselor education program faculty member.
13. Internship students participate in an average of 1 1/2 hours per week of group supervision on a regular schedule throughout the internship. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.

SUPERVISOR QUALIFICATIONS

14. Counselor education program faculty members serving as individual/triadic or group practicum/internship supervisors for students in entry-level programs have (1) relevant experience, (2) professional credentials, and (3) counseling supervision training and experience.

15. Students serving as individual/triadic or group practicum/internship supervisors for students in entry-level programs must (1) have completed CACREP entry-level counseling degree requirements, (2) have completed or are receiving preparation in counseling supervision, and (3) be under supervision from counselor education program faculty.
16. Site supervisors have (1) a minimum of a master’s degree, preferably in counseling, or a related profession; (2) relevant certifications and/or licenses; (3) a minimum of two years of pertinent professional experience in the specialty area in which the student is enrolled; (4) knowledge of the program’s expectations, requirements, and evaluation procedures for students; and (5) relevant training in counseling supervision.
17. Orientation, consultation, and professional development opportunities are provided by counselor education program faculty to site supervisors.
18. Written supervision agreements define the roles and responsibilities of the faculty supervisor, site supervisor, and student during practicum and internship. When individual/triadic practicum supervision is conducted by a site supervisor in consultation with counselor education program faculty, the supervision agreement must detail the format and frequency of consultation to monitor student learning.

PRACTICUM AND INTERNSHIP COURSE LOADS
19. When individual/triadic supervision is provided by the counselor education program faculty or a student under supervision, practicum and internship courses should not exceed a 1:6 faculty:student ratio. This is equivalent to the teaching of one 3-semester credit hour or equivalent quarter credit hour course of a faculty member’s teaching load assignment.

20. When individual/triadic supervision is provided solely by a site supervisor, and the counselor education program faculty or student under supervision only provides group supervision, practicum and internship courses should not exceed a 1:12 faculty:student ratio. This is equivalent to the teaching of one 3-semester credit hour or equivalent quarter credit hour course of a faculty member’s teaching load assignment.

21. Group supervision of practicum and internship students should not exceed a 1:12 faculty:student ratio.

22. When counselor education program faculty provide supervision of students providing supervision, a 1:6 faculty:student ratio should not be exceeded. This is equivalent to the teaching of one 3-semester or equivalent quarter credit hours of a faculty member’s teaching load assignment.

SECTION 4: EVALUATION IN THE PROGRAM

Evaluation in the program includes opportunities for counselor education program faculty to comprehensively evaluate overall program effectiveness. Assessment of students’ knowledge, skills, and professional dispositions is integral. Evaluation data will help program faculty reflect on aspects of the program that work well and those that need improvement and will inform programmatic and curricular decisions.

The following Standards apply to all entry-level and doctoral-level programs for which accreditation is being sought unless otherwise specified.

EVALUATION OF THE PROGRAM

1. Counselor education programs have a documented, empirically based plan for systematically evaluating the program objectives, including student learning. For each of the types of data listed in 4.B, the plan outlines (1) the data that will be collected, (2) a procedure for how and when data will be collected, (3) a method for how data will be reviewed or analyzed, and (4) an explanation for how data will be used for curriculum and program improvement.

2. The counselor education program faculty demonstrate the use of the following to evaluate the program objectives: (1) aggregate student assessment data that address student knowledge, skills, and professional dispositions; (2) demographic and other
characteristics of applicants, students, and graduates; and (3) data from systematic follow-up studies of graduates, site supervisors, and employers of program graduates.

3. Counselor education program faculty provide evidence of the use of program evaluation data to inform program modifications.

4. Counselor education program faculty disseminate an annual report that includes, by program level, (1) a summary of the program evaluation results, (2) subsequent program modifications, and (3) any other substantial program changes. The report is published on the program website in an easily accessible location, and students currently in the program, program faculty, institutional administrators, and personnel in cooperating agencies (e.g., employers, site supervisors) are notified that the report is available.

5. Counselor education program faculty must annually post on the program’s website in an easily accessible location the following specific information for each entry-level specialty area and doctoral program: (1) the number of graduates for the past academic year, (2) pass rates on credentialing examinations, (3) completion rates, and (4) job placement rates.

ASSESSMENT OF STUDENTS

F. The counselor education program faculty systematically assesses each student’s progress throughout the program by examining student learning in relation to a combination of knowledge and skills. The assessment process includes the following: (1) identification of key performance indicators of student learning in each of the eight core areas and in each student’s respective specialty area(s) (for doctoral programs, each of the five doctoral core areas), (2) measurement of student learning conducted via multiple measures and over multiple points in time, and (3) review or analysis of data.

7. The counselor education program faculty systematically assesses each student’s professional dispositions throughout the program. The assessment process includes the following: (1) identification of key professional dispositions, (2) measurement of student professional dispositions over multiple points in time, and (3) review or analysis of data.

8. The counselor education program faculty has a systematic process in place for the use of individual student assessment data in relation to retention, remediation, and dismissal.

EVALUATION OF FACULTY AND SUPERVISORS

9. Written procedures for administering the process for student evaluations of faculty are available to the counselor education program faculty.

10. Students have regular, systematic opportunities to formally evaluate counselor education program faculty.

11. Students have regular, systematic opportunities to formally evaluate practicum and internship supervisors.
SECTION 5: ENTRY-LEVEL SPECIALTY AREAS A. ADDICTION COUNSELING

Students who are preparing to specialize as addiction counselors are expected to possess the knowledge and skills necessary to address a wide range of issues in the context of addiction counseling, treatment, and prevention programs, as well as in a more broad mental health counseling context. Counselor education programs with a specialty area in addiction counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of addiction counseling
   2. theories and models of addiction related to substance use as well as behavioral and process addictions
   3. principles and philosophies of addiction-related self-help
   4. principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning
   5. neurological, behavioral, psychological, physical, and social effects of psychoactive substances and addictive disorders on the user and significant others
   6. psychological tests and assessments specific to addiction counseling

2. CONTEXTUAL DIMENSIONS
   1. roles and settings of addiction counselors
   2. potential for addictive and substance use disorders to mimic and/or co-occur with a variety of medical and psychological disorders
   3. factors that increase the likelihood for a person, community, or group to be at risk for or resilient to psychoactive substance use disorders
   4. regulatory processes and substance abuse policy relative to service delivery opportunities in addiction counseling
   5. importance of vocation, family, social networks, and community systems in the addiction treatment and recovery process
   6. role of wellness and spirituality in the addiction recovery process
   7. culturally and developmentally relevant education programs that raise awareness and support addiction and substance abuse prevention and the recovery process
   8. classifications, indications, and contraindications of commonly prescribed psychopharmacological medications for appropriate medical referral and consultation

9. diagnostic process, including differential diagnosis and the use of current diagnostic classification systems, including the Diagnostic and Statistical Manual of Mental Disorders (DSM) and the International Classification of Diseases (ICD)

10. cultural factors relevant to addiction and addictive behavior

11. professional organizations, preparation standards, and credentials relevant to the practice of addiction counseling

12. legal and ethical considerations specific to addiction counseling
13. record keeping, third party reimbursement, and other practice and management considerations in addiction counseling

3. PRACTICE

1. screening, assessment, and testing for addiction, including diagnostic interviews, mental status examination, symptom inventories, and psychoeducational and personality assessments
2. assessment of biopsychosocial and spiritual history relevant to addiction
3. assessment for symptoms of psychoactive substance toxicity, intoxication, and withdrawal
4. techniques and interventions related to substance abuse and other addictions
5. strategies for reducing the persisting negative effects of substance use, abuse, dependence, and addictive disorders
6. strategies for helping clients identify the effects of addiction on life problems and the effects of continued harmful use or abuse, and the benefits of a life without addiction
7. evaluating and identifying individualized strategies and treatment modalities relative to clients’ stage of dependence, change, or recovery
8. strategies for interfacing with the legal system and working with court referred clients

SECTION 5: ENTRY-LEVEL SPECIALTY AREAS B. CAREER COUNSELING

Students who are preparing to specialize as career counselors will demonstrate the professional knowledge and skills necessary to help people develop life-career plans, with a focus on the interaction of work and other life roles. Counselor education programs with a specialty area in career counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of career counseling
   2. emergent theories of career development and counseling
   3. principles of career development and decision making over the lifespan
   4. formal and informal career- and work-related tests and assessments

2. CONTEXTUAL DIMENSIONS
   1. roles and settings of career counselors in private and public sector agencies and institutions
   2. role of career counselors in advocating for the importance of career counseling, career development, life-work planning, and workforce planning to policymakers and the general public
   3. the unique needs and characteristics of multicultural and diverse populations with regard to career exploration, employment expectations, and socioeconomic issues
   4. factors that affect clients’ attitudes toward work and their career decision-making processes,
   5. impact of globalization on careers and the workplace
6. implications of gender roles and responsibilities for employment, education, family, and leisure
7. education, training, employment trends, and labor market information and resources that provide information about job tasks, functions, salaries, requirements, and future outlooks related to broad occupational fields and individual occupations
8. resources available to assist clients in career planning, job search, and job creation
9. professional organizations, preparation standards, and credentials relevant to the practice of career counseling
10. legal and ethical considerations specific to career counseling

3. PRACTICE

1. intake interview and comprehensive career assessment
2. strategies to help clients develop skills needed to make life-work role transitions
3. approaches to help clients acquire a set of employability, job search, and job creation skills
4. strategies to assist clients in the appropriate use of technology for career information and planning
5. approaches to market and promote career counseling activities and services
6. identification, acquisition, and evaluation of career information resources relevant for diverse populations
7. planning, implementing, and administering career counseling programs and services

SECTION 5: ENTRY-LEVEL SPECIALTY AREAS C. CLINICAL MENTAL HEALTH COUNSELING

Students who are preparing to specialize as clinical mental health counselors will demonstrate the knowledge and skills necessary to address a wide variety of circumstances within the context of clinical mental health counseling. Counselor education programs with a specialty area in clinical mental health counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of clinical mental health counseling
   2. theories and models related to clinical mental health counseling
   3. principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning
   4. neurobiological and medical foundation and etiology of addiction and co-occurring disorders
   5. psychological tests and assessments specific to clinical mental health counseling

2. CONTEXTUAL DIMENSIONS
1. roles and settings of clinical mental health counselors
2. etiology, nomenclature, treatment, referral, and prevention of mental and emotional disorders
3. mental health service delivery modalities within the continuum of care, such as inpatient, outpatient, partial treatment and aftercare, and the mental health counseling services networks
4. diagnostic process, including differential diagnosis and the use of current diagnostic classification systems, including the Diagnostic and Statistical Manual of Mental Disorders (DSM) and the International Classification of Diseases (ICD)
5. potential for substance use disorders to mimic and/or co-occur with a variety of neurological, medical, and psychological disorders
6. impact of crisis and trauma on individuals with mental health diagnoses
7. impact of biological and neurological mechanisms on mental health
8. classifications, indications, and contraindications of commonly prescribed psychopharmacological medications for appropriate medical referral and consultation
9. legislation and government policy relevant to clinical mental health counseling
10. cultural factors relevant to clinical mental health counseling

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11. professional organizations, preparation standards, and credentials relevant to the practice of clinical mental health counseling
12. legal and ethical considerations specific to clinical mental health counseling
13. record keeping, third party reimbursement, and other practice and management issues in clinical mental health counseling

3. PRACTICE

1. intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management
2. techniques and interventions for prevention and treatment of a broad range of mental health issues
3. strategies for interfacing with the legal system regarding court-referred clients
4. strategies for interfacing with integrated behavioral health care professionals
5. strategies to advocate for persons with mental health issues

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SECTION 5: ENTRY-LEVEL SPECIALTY AREAS D. CLINICAL REHABILITATION COUNSELING

Students who are preparing to specialize as clinical rehabilitation counselors will demonstrate the professional knowledge and skills necessary to address a wide variety of circumstances within the clinical rehabilitation counseling context. Counselor education programs with a specialty area
in clinical rehabilitation counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of rehabilitation counseling
   2. theories and models related to rehabilitation counseling
   3. social science theory that addresses psychosocial aspects of disability
   4. principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning
   5. neurobiological and medical foundation and etiology of addiction and co-occurring disorders
   6. etiology and effects of disabilities and terminology relevant to clinical rehabilitation counseling
   7. screening and assessment instruments that are reliable and valid for individuals with disabilities

2. CONTEXTUAL DIMENSIONS
   1. roles and settings of rehabilitation counselors
   2. relationships between clinical rehabilitation counselors and medical and allied health professionals, including interdisciplinary treatment teams
   3. rehabilitation service delivery systems, including housing, independent living, case management, public benefits programs, educational programs, and public/proprietary vocational rehabilitation programs
   4. rehabilitation counseling services within the continuum of care, such as inpatient, outpatient, partial hospitalization and aftercare, and the rehabilitation counseling services networks
   5. operation of an emergency management system within rehabilitation agencies and in the community in relation to accommodating individuals with disabilities
   6. diagnostic process, including differential diagnosis and the use of current diagnostic classification systems, including the Diagnostic and Statistical Manual of Mental Disorders (DSM) and the International Classification of Diseases (ICD)

7. potential for substance use disorders to mimic and/or co-occur with a variety of neurological, medical, and psychological disorders
8. impact of crisis and trauma on individuals with disabilities
9. impact of biological and neurological mechanisms on disability
10. effects of co-occurring disabilities on the client and family
11. effects of discrimination, such as handicapism, ableism, and power, privilege, and oppression on clients’ life and career development
12. classifications, indications, and contraindications of commonly prescribed psychopharmacological medications for appropriate medical referral and consultation
13. effects of the onset, progression, and expected duration of disability on clients’ holistic functioning (i.e., physical, spiritual, sexual, vocational, social, relational, and recreational)
14. transferable skills, functional assessments, and work-related supports for achieving and maintaining meaningful employment for people with disabilities
15. role of family, social networks, and community in the provision of services for and treatment of people with disabilities
16. environmental, attitudinal, and individual barriers for people with disabilities
17. assistive technology to reduce or eliminate barriers and functional limitations
18. legislation and government policy relevant to rehabilitation counseling
19. cultural factors relevant to rehabilitation counseling
20. professional issues that affect rehabilitation counselors, including independent provider status, expert witness status, forensic rehabilitation, and access to and practice privileges within managed care systems
21. record keeping, third party reimbursement, and other practice and management issues in rehabilitation counseling
22. professional organizations, preparation standards, and credentials relevant to the practice of clinical rehabilitation counseling
23. legal and ethical considerations specific to clinical rehabilitation counseling

3. PRACTICE

a. diagnostic interviews, mental status examinations, symptom inventories, psychoeducational and personality assessments, biopsychosocial histories, assessments for treatment planning, and assessments for assistive technology needs

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2. career- and work-related assessments, including job analysis, work site modification, transferrable skills analysis, job readiness, and work hardening
3. strategies to advocate for persons with disabilities
4. strategies for interfacing with medical and allied health professionals, including interdisciplinary treatment teams
5. strategies to consult with and educate employers, educators, and families regarding accessibility, Americans with Disabilities Act compliance, and accommodations

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SECTION 5: ENTRY-LEVEL SPECIALTY AREAS E. COLLEGE COUNSELING AND STUDENT AFFAIRS

Students who are preparing to specialize as college counselors and student affairs professionals will demonstrate the knowledge and skills necessary to promote the academic, career, personal, and social development of individuals in higher education settings. Counselor education programs with a specialty area in college counseling and student affairs must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of college counseling and student affairs
2. student development theories relevant to student learning and personal, career, and identity development
3. organizational, management, and leadership theories relevant in higher education settings
4. principles of student development and the effect on life, education, and career choices
5. assessments specific to higher education settings

2. CONTEXTUAL DIMENSIONS
1. roles and settings of college counselors and student affairs professionals
2. roles of college counselors and student affairs professionals in relation to the operation of the institution’s emergency management plan, and crises, disasters, and trauma
3. roles of college counselors and student affairs professionals in collaborating with personnel from other educational settings to facilitate college and postsecondary transitions
4. characteristics, risk factors, and warning signs of individuals at risk for mental health and behavioral disorders
5. models of violence prevention in higher education settings
6. signs and symptoms of substance abuse in individuals in higher education settings
7. current trends in higher education and the diversity of higher education environments
8. organizational culture, budgeting and finance, and personnel practices in higher education
9. environmental, political, and cultural factors that affect the practice of counseling in higher education settings

10. the influence of institutional, systemic, interpersonal, and intrapersonal barriers on learning and career opportunities in higher education
11. influence of learning styles and other personal characteristics on learning
12. policies, programs, and services that are equitable and responsive to the unique needs of individuals in higher education settings
13. unique needs of diverse individuals in higher education settings, including residents, commuters, distance learners, individuals with disabilities, adult learners, and student athletes, as well as nontraditional, international, transfer, and first-generation students
14. higher education resources to improve student learning, personal growth, professional identity development, and mental health
15. professional organizations, preparation standards, and credentials relevant to the practice of counseling in higher education settings
16. legal and ethical considerations specific to higher education environments

3. PRACTICE
1. collaboration within the higher education community to develop programs and interventions to promote the academic, social, and career success of individuals in higher education settings
2. strategies to assist individuals in higher education settings with personal/social development
3. interventions related to a broad range of mental health issues for individuals in higher education settings
4. strategies for addiction prevention and intervention for individuals in higher education settings
5. use of multiple data sources to inform programs and services in higher education settings

SECTION 5: ENTRY-LEVEL SPECIALTY AREAS F. MARRIAGE, COUPLE, AND FAMILY COUNSELING

Students who are preparing to specialize as marriage, couple, and family counselors are expected to possess the knowledge and skills necessary to address a wide variety of issues in the context of relationships and families. Counselor education programs with a specialty area in marriage, couple, and family counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of marriage, couple, and family counseling
   2. theories and models of family systems and dynamics
   3. theories and models of marriage, couple, and family counseling
   4. sociology of the family, family phenomenology, and family of origin theories
   5. principles and models of assessment and case conceptualization from a systems perspective
   6. assessments relevant to marriage, couple, and family counseling

2. CONTEXTUAL DIMENSIONS
   1. roles and settings of marriage, couple, and family counselors
   2. structures of marriages, couples, and families
   3. family assessments, including diagnostic interviews, genograms, family mapping, mental diagnostic status examinations, symptom inventories, and psychoeducational and personality assessments
   4. diagnostic process, including differential diagnosis and the use of current diagnostic classification systems, including the Diagnostic and Statistical Manual of Mental Disorders (DSM) and the International Classification of Diseases (ICD)
   5. human sexuality and its effect on couple and family functioning
   6. aging and intergenerational influences and related family concerns
   7. impact of crisis and trauma on marriages, couples, and families
   8. impact of addiction on marriages, couples, and families
   9. impact of interpersonal violence on marriages, couples, and families
   10. impact of unemployment, under-employment, and changes in socioeconomic standing on marriages, couples, and families
11. interactions of career, life, and gender roles on marriages, couples, and families

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1. physical, mental health, and psychopharmacological factors affecting marriages, couples, and families

13. cultural factors relevant to marriage, couple, and family functioning, including the impact of immigration
14. professional organizations, preparation standards, and credentials relevant to the practice of marriage, couple, and family counseling
15. ethical and legal considerations and family law issues unique to the practice of marriage, couple, and family counseling
16. record keeping, third party reimbursement, and other practice and management considerations in marriage, couple, and family counseling

3. PRACTICE

1. assessment, evaluation, and case management for working with individuals, couples, and families from a systems perspective
2. fostering family wellness
3. techniques and interventions of marriage, couple, and family counseling
4. conceptualizing and implementing treatment, planning, and intervention strategies in marriage, couple, and family counseling
5. strategies for interfacing with the legal system relevant to marriage, couple, and family counseling

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SECTION 5: ENTRY-LEVEL SPECIALTY AREAS G. SCHOOL COUNSELING

Students who are preparing to specialize as school counselors will demonstrate the professional knowledge and skills necessary to promote the academic, career, and personal/social development of all P–12 students through data-informed school counseling programs. Counselor education programs with a specialty area in school counseling must document where each of the lettered standards listed below is covered in the curriculum.

1. FOUNDATIONS
   1. history and development of school counseling
   2. models of school counseling programs
   3. models of P-12 comprehensive career development
   4. models of school-based collaboration and consultation
   5. assessments specific to P-12 education

2. CONTEXTUAL DIMENSIONS
   1. school counselor roles as leaders, advocates, and systems change agents in P-12 schools
2. school counselor roles in consultation with families, P-12 and postsecondary school personnel, and community agencies
3. school counselor roles in relation to college and career readiness
4. school counselor roles in school leadership and multidisciplinary teams
5. school counselor roles and responsibilities in relation to the school emergency management plans, and crises, disasters, and trauma
6. competencies to advocate for school counseling roles
7. characteristics, risk factors, and warning signs of students at risk for mental health and behavioral disorders
8. common medications that affect learning, behavior, and mood in children and adolescents
9. signs and symptoms of substance abuse in children and adolescents as well as the signs and symptoms of living in a home where substance use occurs
10. qualities and styles of effective leadership in schools
11. community resources and referral sources

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l. professional organizations, preparation standards, and credentials relevant to the practice of school counseling
m. legislation and government policy relevant to school counseling
n. legal and ethical considerations specific to school counseling

3. PRACTICE

1. development of school counseling program mission statements and objectives
2. design and evaluation of school counseling programs
3. core curriculum design, lesson plan development, classroom management strategies, and differentiated instructional strategies
4. interventions to promote academic development
5. use of developmentally appropriate career counseling interventions and assessments
6. techniques of personal/social counseling in school settings
7. strategies to facilitate school and postsecondary transitions
8. skills to critically examine the connections between social, familial, emotional, and behavior problems and academic achievement
9. approaches to increase promotion and graduation rates
10. interventions to promote college and career readiness
11. strategies to promote equity in student achievement and college access
12. techniques to foster collaboration and teamwork within schools
13. strategies for implementing and coordinating peer intervention programs
14. use of accountability data to inform decision making
15. use of data to advocate for programs and students

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SECTION 6: DOCTORAL STANDARDS COUNSELOR EDUCATION AND SUPERVISION
A. THE DOCTORAL LEARNING ENVIRONMENT

Doctoral degree programs in Counselor Education and Supervision are intended to prepare graduates to work as counselor educators, supervisors, researchers, and practitioners in academic and clinical settings. The doctoral program standards are intended to accommodate the unique strengths of different programs.

THE PROGRAM

1. The doctoral program consists of a minimum of 48 semester hours or 72 quarter hours of doctoral-level credits beyond the entry-level degree.

2. Doctoral programs (a) extend the knowledge base of the counseling profession in a climate of scholarly inquiry, (b) prepare students to inform professional practice by generating new knowledge for the profession, (c) support faculty and students in publishing and/or presenting the results of scholarly inquiry, and (d) equip students to assume positions of leadership in the profession and/or their area(s) of specialization.

3. Doctoral program admission criteria include (a) academic aptitude for doctoral-level study; (b) previous professional experience; (c) fitness for the profession, including self-awareness and emotional stability; (d) oral and written communication skills; (e) cultural sensitivity and awareness; and (f) potential for scholarship, professional leadership, and advocacy.

4. During the doctoral program admissions process, students’ curricular experiences are evaluated to verify completion of coursework including (a) CACREP entry-level core curricular standards, (b) CACREP entry-level professional practice standards, and (c) CACREP entry-level curricular requirements of a specialty area (e.g., addiction counseling, school counseling) so that any missing content can be completed before or concurrently with initial doctoral-level counselor education coursework.

5. Doctoral students must complete dissertation research focusing on areas relevant to counseling practice, counselor education, and/or supervision.

6. Doctoral programs require two core counselor education program faculty in addition to the minimum three core counselor education program faculty members required for entry-level programs.

7. Students in doctoral-level programs establish an approved doctoral committee and work with the committee to develop and complete a program of study.

B. DOCTORAL PROFESSIONAL IDENTITY

Doctoral programs in counselor education address professional roles in five doctoral core areas: counseling, supervision, teaching, research and scholarship, and leadership and advocacy. These five doctoral core areas represent the foundational knowledge required of doctoral graduates in counselor education. Therefore, counselor education programs must document where each of the lettered standards listed below is covered in the curriculum.
1. COUNSELING
   1. scholarly examination of theories relevant to counseling
   2. integration of theories relevant to counseling
   3. conceptualization of clients from multiple theoretical perspectives
   4. evidence-based counseling practices
   5. methods for evaluating counseling effectiveness
   6. ethical and culturally relevant counseling in multiple settings

2. SUPERVISION
   1. purposes of clinical supervision
   2. theoretical frameworks and models of clinical supervision
   3. roles and relationships related to clinical supervision
   4. skills of clinical supervision
   5. opportunities for developing a personal style of clinical supervision
   6. assessment of supervisees’ developmental level and other relevant characteristics
   7. modalities of clinical supervision and the use of technology
   8. administrative procedures and responsibilities related to clinical supervision
   9. evaluation, remediation, and gatekeeping in clinical supervision
   10. legal and ethical issues and responsibilities in clinical supervision
   11. culturally relevant strategies for conducting clinical supervision

3. TEACHING
   1. roles and responsibilities related to educating counselors
   2. pedagogy and teaching methods relevant to counselor education
   3. models of adult development and learning
   4. instructional and curriculum design, delivery, and evaluation methods relevant to counselor education
   5. effective approaches for online instruction
   6. screening, remediation, and gatekeeping functions relevant to teaching
   7. assessment of learning
   8. ethical and culturally relevant strategies used in counselor preparation
   9. the role of mentoring in counselor education

4. RESEARCH AND SCHOLARSHIP
   1. research designs appropriate to quantitative and qualitative research questions
   2. univariate and multivariate research designs and data analysis methods
   3. qualitative designs and approaches to qualitative data analysis
   4. emergent research practices and processes
   5. models and methods of instrument design
   6. models and methods of program evaluation
   7. research questions appropriate for professional research and publication
   8. professional writing for journal and newsletter publication
   9. professional conference proposal preparation
   10. design and evaluation of research proposals for a human subjects/institutional review board review
11. grant proposals and other sources of funding
12. ethical and culturally relevant strategies for conducting research

5. LEADERSHIP AND ADVOCACY
   1. theories and skills of leadership
   2. leadership and leadership development in professional organizations
   3. leadership in counselor education programs
   4. knowledge of accreditation standards and processes
   5. leadership, management, and administration in counseling organizations and other institutions
   6. leadership roles and strategies for responding to crises and disasters
   7. strategies of leadership in consultation
   8. current topical and political issues in counseling and how those issues affect the daily work of counselors and the counseling profession

9. role of counselors and counselor educators advocating on behalf of the profession and professional identity
10. models and competencies for advocating for clients at the individual, system, and policy levels
11. strategies of leadership in relation to current multicultural and social justice issues
12. ethical and culturally relevant leadership and advocacy practices

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C. DOCTORAL LEVEL PRACTICUM AND INTERNSHIP

PRACTICUM

1. Doctoral students participate in a supervised doctoral-level counseling practicum of a minimum of 100 hours, of which 40 hours must be providing direct counseling services. The nature of doctoral-level practicum experience is to be determined in consultation with counselor education program faculty and/or a doctoral committee.
2. During the doctoral student’s practicum, supervision is provided by a counselor education program faculty member or an individual with a graduate degree (preferably doctoral) in counseling or a related mental health profession with specialized expertise to advance the student’s knowledge and skills.
3. Individuals serving as practicum supervisors have (1) relevant certifications and/or licenses, (2) knowledge of the program’s expectations, requirements, and evaluation procedures for students, and (3) relevant training in counseling supervision.
4. Doctoral students participate in an average of one hour per week of individual and/or triadic supervision throughout the practicum. When individual/triadic supervision is provided by the counselor education program faculty, practicum courses should not exceed a 1:6 faculty:student ratio
5. Group supervision is provided on a regular schedule with other students throughout the practicum and must be performed by a counselor education program faculty member. Group supervision of practicum students should not exceed a 1:12 faculty:student ratio.

6. Doctoral students are covered by individual professional counseling liability insurance policies while enrolled in practicum.

**INTERNSHIP**

7. Doctoral students are required to complete internships that total a minimum of 600 clock hours. The 600 hours must include supervised experiences in at least three of the five doctoral core areas (counseling, teaching, supervision, research and scholarship, leadership and advocacy). Doctoral students are covered by individual professional counseling liability insurance policies while enrolled in a counseling or supervision internship.

8. During internships, the student receives an average of one hour per week of individual and/or triadic supervision, performed by a supervisor with a doctorate in counselor education or an individual with a graduate degree and specialized expertise to advance the student’s knowledge and skills.

9. Group supervision is provided on a regular schedule with other students throughout the internship and must be performed by a counselor education program faculty member.