

Supervision Internship

COUC-980

Summer A 2024 Section A01 05/13/2024 to 08/16/2024 Modified 05/01/2024

Contact Information

See detailed faculty information in Canvas.

Course Description

The doctoral internship is designed to provide students with supervised experiences that reflect the activities of a regularly employed professional in the field of counselor education. All doctoral interns must have internship experiences in supervision, teaching, and one additional doctoral competency (counseling, research, or leadership / advocacy). Under the guidance of faculty and supervisors, the primary focus of the supervision internship is to help doctoral students develop the knowledge, skills, and dispositions required for ethical and competent practice as supervisors in the field of counseling and counselor education.

Requisites

Prerequisites

COUC 714 and COUC 969 and COUC 998

Registration Restriction: 3.0 GPA or above

Rationale

The doctoral internship experience is considered one of the capstone events in the doctoral students' program of study. In this course, students gain supervised experience in the supervision activities of a regularly employed professional in the field of counselor education. Under the mentorship of faculty and supervisors, students will continue to develop the personal qualities, characteristics, and behaviors of a supervisor as they transition from "Doctoral Student" to "Counselor Educator." As future faculty and supervisors, students will participate in the activities required of faculty providing supervision of entry-level counseling practicum students. To ensure that the internship provides students with a well-rounded

experience, students will have supervision experiences in both individual and group supervision. Particular attention is given to students' professional growth and development during this supervised internship experiences.

Method of Instruction: This semester-long course is delivered using a digital synchronous format. Students attend 1.5 hours of weekly digital synchronous faculty group supervision over the duration of this course.

Course Learning Outcomes

This course is designed to ensure that students in the Counselor Education and Supervision Program **demonstrate required knowledge, behavioral, and professional development objectives** to competently supervise and teach a master's level practicum or internship course. Upon completion of this course, students will be able to do the following:

- A. Identify and apply a theoretical approach to faculty supervision.
- B. Differentiate between the roles and functions of faculty and clinical supervision.
- C. Develop a personal style of faculty supervision.
- D. Identify and assess the supervisees' developmental level and other relevant characteristics.
- E. Identify administrative procedures and responsibilities related to faculty supervision.
- F. Identify and apply evaluation, remediation, and gatekeeping in clinical supervision.
- G. Identify and apply legal and ethical issues and responsibilities in clinical supervision.
- H. Identify and apply culturally relevant strategies for conducting faculty clinical supervision.

Doctoral Key Performance Indicator Matrix Assignments

Key Performance Indicator	Evidence: Course/Learning Experience
Supervision (DOC 6.B.2) Students demonstrate the ability to supervise master's level counseling students in an ethical and culturally sensitive manner within a defined theoretical approach (Measures PLO #1)	Benchmark Video Presentation: Group Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment

Student Learning Outcomes: Doctoral Matrix of Student Competencies

6.B.2 Supervision (PLO I)

B.2.a. purposes of clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.b. theoretical frameworks and models of clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.c. roles and relationships related to clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation Self-Evaluation Supervisee Evaluation of Supervision

B.2.d. skills of clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.e. opportunities for developing a personal style of clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.f. assessment of supervisees' developmental level and other relevant characteristics	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.g. modalities of clinical supervision and use of technology	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment

B.2.h. administrative procedures and responsibilities related to clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.i. evaluation, remediation, and gatekeeping in clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.2.j. legal and ethical issues and responsibilities in clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation

B.2.k. culturally relevant strategies for conducting clinical supervision	Benchmark Video Presentation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Site and Faculty Supervisor Final Evaluation
B.3.i. the role of mentoring in counselor education	Site and Faculty Supervisor Final Evaluation Self-Evaluation (Supervision)

Course Resources

Required Resources

[CORE \(https://corehighered.com/\)](https://corehighered.com/) membership: A subscription to this cloud-based software is a one-time purchase required for this degree program. **Please note:** Subscriptions last for five years. If the student purchased a subscription in a previous course, they do not need to purchase it again as long as they remain enrolled in the same degree program.

Additional Materials for Learning

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Canvas [recommended browsers \(https://community.canvaslms.com/t5/Canvas-Basics-Guide/What-are-the-browser-and-computer-requirements-for-Canvas/ta-p/66\)](https://community.canvaslms.com/t5/Canvas-Basics-Guide/What-are-the-browser-and-computer-requirements-for-Canvas/ta-p/66)
- D. Microsoft Word
- E. Video Recording Device

Course Assignments

Course Requirements Checklist

After reading the Course Syllabus and [Student Expectations \(https://www.liberty.edu/institutional-effectiveness/student-expectations/\)](https://www.liberty.edu/institutional-effectiveness/student-expectations/), the candidate will complete the related checklist found in the Course Overview.

Advising Acknowledgement Quiz

Hours

The student will complete 200 total hours in activities associated with providing supervision of master's practicum students or post-graduate clinicians earning hours towards licensure. To conceptualize hours, it is equivalent to supervising practicum students in a 17 week practicum course. The requirements for completion of the supervision internship will be documented in the Supervision Internship Agreement Form.

During the Internship, the student will also meet every week for 1.5 hours for group supervision with his/her faculty supervisor. The student must also obtain one hour per week of individual and/or triadic supervision throughout the Internship with his/her approved classroom Site Supervisor. Supervision Internship Supervisors must hold a doctoral degree in Counselor Education or related profession with equivalent qualifications. Supervising teachers at a non-Liberty site must have a doctoral degree in Counselor Education.

Supervision Informed Consent (Professional Disclosure) Assignment

The student will submit his/her Supervision Informed Consent (Professional Disclosure) Form to the Faculty Supervisor for review. Once approved, the intern will provide each supervisee with a copy. Consent for individual supervision will be documented through Canvas. However, because the student is a co-instructor in the practicum course, he/she does not need an informed consent to conduct group supervision (CLO: A, B, C, D, E, F, G, H).

Presentation Self-Evaluation: Individual Supervision Assignment

The student will use the Oral Case Presentation Format for Individual Supervision to plan for the supervision session that will be recorded. The student will identify the supervisee background information, supervision history, goals, summary of the session, ethical and multicultural considerations, and areas for feedback. Note: This assignment will be conducted in conjunction with the Video Presentation and Video Critique form (CLO: A, B, C, D, E, F, G).

Benchmark Presentation Self-Evaluation: Group Supervision Assignment

The student will use the Self-Evaluation: Group Session Template to reflect on the session. Note: This assignment will be done in conjunction with the Video Presentation, which includes the Oral Case Presentation and Video Critique forms (CLO: A, B, C, D, E, F, G).

Video Presentation: Individual Supervision Assignment

The student will examine his/her effectiveness in his/her individual and group supervision sessions. The student will use the provided Oral Case Presentation and Video Critique Templates to evaluate his/her supervision. The student must address each question in the associated templates (CLO: A, B, C,

D, E, F, G).

Benchmark Video Presentation: Group Supervision Assignment

The student will examine his/her effectiveness in his/her individual and group supervision sessions. The student will use the provided Oral Case Presentation and Video Critique Templates to evaluate his/her supervision. The student must address each question in the associated templates (CLO: A, B, C, D, E, F, G).

Quiz: Liability Insurance Verification

The student must submit a copy of liability insurance in order to prove that he/she has maintained liability insurance throughout the Practicum and the three Internship courses. No student may begin or remain in practicum or an internship without appropriate liability insurance.

Quiz: Presentation Development Progress (9)

The purpose of these quizzes is to ensure the student reports acknowledgement of weekly progress on the Teaching Presentation Lesson Plan Assignment and Video Presentation Assignment through 1 true/false question on the quiz. There are 9 quizzes throughout the course.

Quiz: Intern Evaluation of Their Site and Supervisor

As stakeholders, students have an important role in evaluating the effectiveness of their internship experience. Specifically, the intern can provide valuable feedback on the quality and effectiveness of his/her supervision sites (i.e. course setting) and the faculty site supervisor. This allows the program to assess and improve these internship opportunities for the future. Therefore, the intern is asked to fill out an evaluation of the faculty supervisor and supervision site at the end of his/her Supervision Internship (CLO: B).

Quiz: Student Evaluation of the Supervision Intern

The intern must provide his/her master's students with the opportunity to fill out the Evaluation of the Supervision Intern Template at the end of the Supervision Internship. For this course, use the Student Evaluation of the Supervision Intern Template. The student intern will provide each master's level student with the form well in advance of the submission due date. The student intern will collect the completed evaluations in one file and upload the document to the quiz. Please coordinate the distribution of the forms with the faculty site supervisor (CLO: B).

Quiz: Intern Self-Evaluation of Supervision

The intern must complete a self-evaluation at the end of his/her Supervision Internship. There are two parts of this assignment. In the first part, the student will download the Quiz: Intern Self-Evaluation Supervision Template and rate him/herself across a range of activities completed for the doctoral

supervision internship experience. Once the student have completed this portion of the evaluation, he/she will fill in the total score, average score, and the total number of each Likert score selected information. In addition, the student will respond to two essay questions in the quiz (CLO: B, C).

Quiz: Supervisor Final Evaluation

The student must obtain a final evaluation from the faculty site supervisor at the end of the Teaching Internship and Supervision Internship. Please provide the Quiz: Supervisor Final Evaluation of Supervision Template to the supervisor well in advance of the submission due date. The student will upload a completed evaluation in the quiz (CLO: B, D, E, F, G).

Quiz: Supervision Internship Summary Log

The purpose of of this assignment is to provide documentation that the student has completed the 200 hours required to complete the teaching internship. This assignment requires a weekly summary of hours. However, the student is not required to submit daily logs.

Quiz: Dispositions Reflection

This quiz will allow students to reflect on the 9 dispositions required for the program.

✓ Course Grading

Course Requirements Checklist	10
Supervision Informed Consent (Professional Disclosure) Assignment	100
Presentation Self-Evaluation: Individual Supervision Assignment	100
Benchmark Presentation Self-Evaluation: Group Supervision Assignment	100
Video Presentation: Individual Supervision Assignment	100
Benchmark Video Presentation: Group Supervision Assignment	100
Quiz: Liability Insurance Verification	50
Quizzes: Presentation Development Progress (9 at 5 pts ea.)	45
Quiz: Intern Evaluation of Their Site and Supervisor	50

Quiz: Student Evaluation of Supervision Intern	50
Quiz: Intern Self-Evaluation of Supervision	100
Quiz: Supervisor Final Evaluation	145
Quiz: Supervision Internship Summary Log	50
Quiz: Dispositions Reflection	10
Total	1,010

Policies

Late Assignment Policy

Course Assignments, including discussions, exams, and other graded assignments, should be submitted on time.

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week after the due date will receive up to a 10% deduction.
2. Assignments submitted more than one week and less than 2 weeks late will receive up to a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the course will not be accepted outside of special circumstances (e.g. death in the family, significant personal health issues), which will be reviewed on a case-by-case basis by the instructor.
4. Group projects, including group discussion threads and/or replies, and assignments will not be accepted after the due date outside of special circumstances (e.g. death in the family, significant personal health issues), which will be reviewed on a case-by-case basis by the instructor.

Disability Assistance

Students with a disability and those with medical conditions associated with pregnancy may contact Liberty University's Online Office of Disability Accommodation Support (ODAS) at LUOODAS@liberty.edu for accommodations. Such accommodations require appropriate documentation of your condition. For more information about ODAS and the accommodations process, including how to request an accommodation, please visit <https://www.liberty.edu/online/online-disability-accommodation-support/>

(<https://www.liberty.edu/online/online-disability-accommodation-support/>). Requests for accommodations not related to disabilities or pregnancy must be directed to the Registrar's Office, which generally handles medical needs support.

If you have a complaint related to disability discrimination or an accommodation that was not provided, you may contact ODAS or the Office of Equity and Compliance by phone at (434) 592-4999 or by email at equityandcompliance@liberty.edu. Click to see a full copy of Liberty's [Discrimination, Harassment, and Sexual Misconduct Policy](https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018380) (https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018380) or the [Student Disability Grievance Policy and Procedures](https://www.liberty.edu/disability-support/wp-content/uploads/sites/106/2022/01/Disability-Grievance-Procedures.pdf) (<https://www.liberty.edu/disability-support/wp-content/uploads/sites/106/2022/01/Disability-Grievance-Procedures.pdf>).

Course Attendance

In an effort to comply with U.S. Department of Education policies, attendance is measured by physical class attendance or any submission of a required assignment within the enrollment dates of the course (such as examinations, written papers or projects, any discussion posts, etc.) or initiating any communication with one's professor regarding an academic subject. More information regarding the [attendance policy](https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018468) (https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018468) can be found in the [Academic Course Catalogs](https://www.liberty.edu/academics/course-catalogs/) (<https://www.liberty.edu/academics/course-catalogs/>). Regular attendance in online courses is expected throughout the length of the term. Students who do not attend within the first week of a sub-term by submitting a required academic assignment (such as the Course Requirements Checklist, an examination, written paper or project, discussion post, or other academic activity) will be dropped from the course. Students who wish to re-engage in the course are encouraged to contact Academic Advising to discuss their enrollment options. Students who begin an online course, but at some point in the semester cease attending, and do not provide official notification to withdraw, will be assigned a grade of "FN" ([Failure for Non-Attendance](https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018520) (https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018520)). Students wishing to withdraw from courses after the official start date should familiarize themselves with the [withdrawal policy](#).

Add/Drop Policy

The full policy statement and procedures are published in the [Policy Directory](https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018477) (https://liberty.service-now.com/sp?id=kb_article_view&sysparm_article=KB0018477).

Honor Code

Liberty University comprises a network of students, alumni, faculty, staff and supporters that together form a Christian community based upon the truth of the Bible. This truth defines our foundational principles, from our Doctrinal Statement to the Code of Honor. These principles irrevocably align Liberty University's operational procedures with the long tradition of university culture, which remains distinctively Christian, designed to preserve and advance truth. Our desire is to create a safe, comfortable environment within our community of learning, and we extend our academic and spiritual resources to all of our students with the goal of fostering academic maturity, spiritual growth and character development.

Communities are predicated on shared values and goals. The Code of Honor, an expression of the values from which our Doctrinal Statement was born, defines the fundamental principles by which our community exists. At the core of this code lie two essential concepts: a belief in the significance of all individuals, and a reliance on the existence of objective truth.

While we acknowledge that some may disagree with various elements of the Code of Honor, we maintain the expectation that our students will commit to respect and uphold the Code while enrolled at Liberty University.

Adherence to the principles and concepts established within facilitates the success of our students and strengthens the Liberty community.

The Code of Honor can be viewed in its entirety at <https://www.liberty.edu/students/honor-code/> (<https://www.liberty.edu/students/honor-code/>).

Grading Scale

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
940-1010	920-939	900-919	860-899	840-859	820-839	780-819	760-779	740-759	700-739	680-699	679 and below

For courses with a Pass/NP final grade, please refer to the Course Grading section of this syllabus for the assignment requirements and/or point value required to earn a Passing final grade.

Schedule

When	Topic	Notes
Course Overview	Student Acknowledgements	Course Requirements Checklist Advising Acknowledgement Quiz
Module 1	Learn	Read: 3 items
	Apply	Quiz: Liability Insurance Verification
Module 2	Learn	Read: 1 item
	Apply	Supervision Informed Consent (Professional Disclosure) Assignment
Module 3	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 3
Module 4	Learn	Read: 2 items

When	Topic	Notes
	Apply	Quiz: Presentation Development Progress – Module 4
Module 5	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 5
Module 6	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 6
Module 7	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 7
Module 8	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 8
Module 9	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 9
Module 10	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 10
Module 11	Learn	Read: 1 item
	Apply	Quiz: Presentation Development Progress – Module 11
Module 12	Learn	Read: 2 items
	Apply	Quiz: Intern Evaluation of Their Site and Supervisor
Module 13	Learn	Read: 1 item
	Apply	Quiz: Student Evaluation of Supervision Intern
Module 14	Learn	Read: 1 item Review: 2 items

When	Topic	Notes
	Apply	Presentation Self-Evaluation: Individual Supervision Assignment Benchmark Presentation Self-Evaluation: Group Supervision Assignment Video Presentation: Individual Supervision Assignment Benchmark Video Presentation: Group Supervision Assignment Quiz: Intern Self-Evaluation of Supervision Quiz: Supervisor Final Evaluation Quiz: Supervision Internship Summary Log Quiz: Dispositions Reflection