

**NOVA SOUTHEASTERN UNIVERSITY  
CENTER FOR PSYCHOLOGICAL STUDIES**

**Course Outline**

**Course # and Title:** CGPY 575 – Ethical, Legal & Professional Issues for School Counselors

**Credit Hours:** 3

**Location/Section:** Orlando/OG1

**Dates:** June 6, 7, 8, 2008  
June 27, 28, 29, 2008

**Instructor:** Mercedes ter Maat, Ph.D.  
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**Communication:** Email communication is preferred, but you can also call the instructor in cases of emergency. Email by using your NSU email address (do not use your personal email account) or by using the email feature on WebCT (see below). If you would like to forward your NSU email to your personal email account, please visit [www.nova.edu/bin/emailforward](http://www.nova.edu/bin/emailforward)

**Class Meeting Times:** Fridays: 6:00 pm – 10:00 pm  
Saturdays: 8:30 am – 6:00 pm  
Sundays: 8:30 am – 5:30 pm

**Required Text and Materials:**

Corey, G., Corey, M., & Callanan, P. (2007). *Issues and Ethics in the Helping Professions* (7th ed.). Belmont, CA: Thomson Brooke/Cole. ISBN: 0-534-61443-4

American Counseling Association's Code of Ethics (ACA, [www.counseling.org](http://www.counseling.org))

American School Counselor Association's Ethical Standards for School Counselors (ASCA, [www.schoolcounselor.org](http://www.schoolcounselor.org))

### **Required WebCT Participation:**

Many components of this course will be available for you via WebCT. About a week before the first class meeting on June 6, log onto WebCT (via the NSU homepage link) and click on the blue link for this course (CGPY 575). You will find information about me (under Meet the Instructor) as well as the agenda for Weekend 1, my PowerPoint lecture/notes for class, the syllabus, and handouts that you must bring to class with you (all under Course Content). The instructor will not bring copies of these materials to class. Between Weekend 1 and Weekend 2, additional material will be uploaded for you to print and bring to class on Weekend 2. WebCt may also be used to take the mid-term and final exams and to submit your PowerPoint presentation. You can use the email function under this WebCT course to communicate with the instructor or you can use your NSU webmail.

### **Course Description:**

This course covers standards for professional conduct in school counseling. It considers ethical and legal decisions that school counselors must make, such as scope of professional competence, confidentiality, legal rights of students, duty to warn and protect, and value differences with students. Case examples, current regulations and standards on utilizing assessment data and issues in counseling culturally diverse students are discussed.

### **Standards:**

In this course students will learn about professional ethics, professional standards of competence, and the role and responsibilities of the counselor in the context of the school and community. Standards are aligned to National Standards for School Counseling Programs of the American School Counselor Association (ASCA). Counselors must possess appropriate training and credentials in the profession, be knowledgeable of appropriate professional ethical standards and practices, and understand national and state policies and legislation.

### **Course Objectives:**

Course objective are benchmarked by various standards for school counseling programs, including those of the Council for Accreditation of Counseling and Related Education Programs (CACREP), the Interstate New Teachers Assessment and Support Consortium (INTASC), and ASCA's principles.

1. Demonstrate knowledge of American School Counselor Association (ASCA) and American Counseling Association (ACA) and related entities professional standards and ethics.
2. Demonstrate familiarity with Florida state legislation and regulations.
3. Understand standards for professional credentialing and endorsement.

4. Demonstrate knowledge of the legal rights of students and parents.
5. Understand the impact of legislation concerning special needs students.
6. Understand the laws regarding child abuse and neglect.
7. Demonstrate knowledge of key professional and legal issues in school counseling such as confidentiality, duty to warn and protect, assessment of diverse students, differences in student value systems and lifestyles, FERPA, etc.
8. Reflect on knowledge of one's own attitudes and beliefs as they influence professional and ethical behaviors.
9. Reflect on one's own personal issues and limitations which may impact on the counseling relationship.
10. Demonstrate knowledge of the power, control, and limitations that are inherent in the position of school counselor and the responsibility that accompanies that position.

### **Assessment of Objectives:**

All course objectives (1-10) are assessed by the midterm exam, the final exam, a professional presentation, and by the student's attendance and professional participation in classroom activities.

### **Calendar of Assignments:**

Prior to Friday, June 6, download ACA's and ASCA's codes of ethics and become familiar with their content. In addition, read chapters 1-6 and 8 in Corey's textbook. The midterm exam will be on Sunday, June 8 and will cover all readings and class discussions. **Please note: Do not complete the self-assessment on Chapter 1 (p. 25) and the pre-chapter self-inventories because we will do these activities in class.**

Prior to Friday, June 27, read chapters 7, and 9-13. Students will present their topics throughout the weekend, and the final exam will be on Sunday, June 29 (not cumulative but on the chapters and presentations topics covered during this second weekend).

Class participation refers to the active engagement in the class, presentation of insights and information that demonstrates an understanding of the professional/ethical issues being discussed, and professional functioning as described in the NSU student handbook.

### **Topic/Content (may vary at the discretion of the instructor)**

#### *WEEKEND ONE:*

Defining Ethics  
Professional Codes of Ethics  
Counseling At-Risk Students  
Multiculturalism  
Confidentiality and Privileged Communication

Parental Rights  
Managing Boundaries  
National and State Legislation  
Court Decisions  
Case Studies  
Midterm Examination

*WEEKEND TWO:*

FERPA & HIPAA  
Consultation and supervision  
Issues in Theory, Practice and Research  
Sexual Harassment  
Boundaries  
Special Education  
Ethics in Testing  
Group Work and Community Work  
Case Studies  
Presentations  
Final Exam

**Grading Criteria:**

Grades will be posted on WebCT and on WebStar approximately 3 days after the last class meeting (but no later than a week). The breakdown on the final course grade is as follows:

(1) Attendance & Participation	15 points
(2) Presentation & Activity	35 points
(3) Mid-term Exam	25 points
(4) Final Exam	<u>25 points</u>
TOTAL:	100 points

A = 90 – 100 points    B = 80 - 89 points    C = 70 - 79 points    F = 69 points or less

**Description of Assignments**

**(1) Attendance & Participation:**

The graduate student is required to attend all scheduled classes and be on time. Missing ANY class time may result in a lowering of the student's final course grade (half a point will be deducted from the attendance and participation grade for every half hour the student is not in class). **Please, plan on being in class until 10 PM on Fridays, 6:00 PM on Saturdays, and 5:30 PM on Sundays as scheduled** (there is a tremendous amount of material to be covered during the intensive weekend format). Students who cannot attend an entire weekend day(s) will

be asked to drop the course. When the student anticipates being late for or missing class time, he/she should contact the instructor ahead of time.

### **(2) Presentation & Activity:**

A topic (derived from chapters 9-13 from the Corey book) will be selected by each student during Weekend 1 for the oral presentation and class activity on Weekend 2. The presentation will encompass a combination of lecture and group experiential/class activity. Students will present their topic using PowerPoint technology for the lecture part of the presentation (30 minutes) and facilitate a class activity (20 minutes) where the concepts presented will be applied. The presentation is based primarily on the information provided in the book (reference #1), and 4 additional professional references must be included (professional journals; to be researched by the student). The last slide of the PowerPoint presentation will to include all 5 references written in APA style.

Students will submit their PowerPoint presentation via WebCT to its corresponding “Assignment Drop-Box” under “Assessment” by Saturday, June 28 (11:55 PM) of Weekend 2. Instructions on how to do this will be given in class.

### **(3) Mid-term and Final Exams**

These are **open-book**, multiple choice exams composed of 50 questions each. Each question is worth half-a-point. The total point value of these exams is 25 points. The mid-term exam covers Chapters 1- 6 and 8 (given on Sunday, June 8); the final exam covers chapters 7 and 9-13 and will be given on Sunday, June 29 (all Corey et al. textbook chapters). You will have 2 hours to complete each exam.

To enhance your learning experience and prepare you for these exams, you can use the textbook’s online companion site, located at [www.thomsonedu.com](http://www.thomsonedu.com). Here you will find exercises that will help you understand key concepts as well as tutorial, sample quizzes specifically designed for each chapter. Once the Thomson main page is up, click on the drop-down menu under “Humanities and Social Sciences” (on the left) and select “Counseling.” Click on “Ethics and Legal Issues,” and you will see the Corey book first on the list of ethics books. Click on the “Companions Site” blue link for students (there are 2: one for faculty, one for students) where you will find all the book chapters and their corresponding activities (including practice quizzes). **YOU DO NOT NEED TO CREATE AN ACCOUNT, AND THIS COMPANION SITE IS FREE.**

### **References**

Bass, L.J. (1996). *Professional conduct and discipline in psychology*. Washington, DC: American Psychological Association Books.

Herlihy, B., & Corey, G. (1996). *ACA Ethical Standards Casebook* (5<sup>th</sup> ed.). Alexandria, VA: American Counseling Association.

Huey, W.C. & Remly, T. (2003). *Ethical and legal issues in school counseling*. Alexandria, VA: American School Counselor Association.

Petrila, J., & Otto, R. (1996). *Law and mental health professionals*. Washington, DC: American Psychological Association Books.

Remley, T., & Herlihy, B. (2001). *Ethical, legal, and professional issues in counseling*. Upper Saddle River, NJ: Prentice-Hall.

Swenson, L.C. (1993). *Psychology and law*. Pacific Grove, CA: Brooks/Cole.