Addendum to Professional Practice Manual, 2/1/2016

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1. Consent Forms (p. 32)

On page 32, the Professional Practice Manual states, “one copy will be submitted into Blackboard for secure storage and one copy should be given to the client/student.”

CHANGE: Blackboard can only store a certain amount of data. Students should give a copy of the signed Consent Form to the client/student. The other copy should be retained by the Practicum/Internship student until the end of the semester. After the end of the semester, any unsecured copies should be deleted/shredded to maintain client/student confidentiality. Students are no longer required to submit a copy to the instructor unless directed otherwise.

2. Recorded Counseling Sessions with underage clients/students

On page 65, the Professional Practice Manual states, “students may not be able to secure an appropriate client/student for these session due to age, setting, etc.”

CLARIFICATION: Students may have been told that they can only counsel clients who are 18-years-of age or older. This is incorrect. The client/student for the recorded counseling sessions may be under the age of 18, but the client/student must be developmentally able (e.g. have cognitive and emotional ability) to participate in a 50-minute, talk-therapy, individual counseling session. Practicum students must be able to demonstrate foundational and advanced counseling skills listed on pp. 25-26 in the Professional Practice Manual. Practicum students working as a school counselor or doing play therapy may still need to locate an adult, volunteer client to complete the sessions. The purpose of these sessions is again to demonstrate skills that can be transferrable across settings and populations. The Practicum instructor and doctoral student supervisor will work with each Practicum student to ensure that the recorded counseling sessions will meet these requirements.