Northern Kentucky University
College of Health & Human Services
School of Kinesiology, Counseling, & Rehabilitative Sciences
Graduate Program in Counselor Education

Course: COU 671 *Treatment Planning in Mental Health Counseling*

Integration of diagnostic, case conceptualization, & treatment planning skills; review of best practice guidelines; empirically-supported treatments; review of outcome research findings; use of treatment manuals; treatment planning in a managed care context.

Semester: Spring 2022
Location & Meeting Times: Asynchronous online course offered through Canvas

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Instructor: Greg Hatchett, Ph.D., LPCC-S, NCC
Office Location: MEP 211
Phone #: 859-572-6195
Email: hatchettg@nku.edu is the easiest way to reach me. If I do not respond to your email within 24 hours during the regular workweek (Monday-Friday), please email me again.
Office Hours: I will offer in-person and online appointments by request. Please contact me to schedule an appointment.

Required Texts:

Barlow, D. H. (Ed.). (2014). *Clinical handbook of psychological disorders: A step-by-step treatment manual* (5th ed.). Guilford.

Makover, R. B. (2016). *Treatment planning for psychotherapists: A practical guide for better outcomes* (3rd ed.). American Psychiatric Publishing.

Sinacola, R. S., Peters-Strickland, T., & Wyner, J. D. (2020). *Basic psychopharmacology for counselors and psychotherapists* (3rd ed.). Pearson.

Weisz, J. R., & Kazdin, A. E. (Eds.). (2017). *Evidence-based psychotherapies for children and adolescents* (3rd ed.). Guilford.

Knowledge and Skill Outcomes:

CACREP 2016 Standards

Student Learning Outcomes Connected to CACREP 2016 Standards	**CACREP**	**Course Content**	**Assessment**
Develop developmentally relevant counseling treatment or intervention plans	2.F.5.h.	Makeover text; Lecture	Quizzes #1-2; Exam #1
Identify evidence-based counseling practices	2.F.8.b.	Barlow text as well as the Weisz & Kazdin test; Multiple Lectures	Exams #1-3; Quizzes #2-8; Treatment Planning Project
Understand the evaluation of counseling interventions and programs	2.F.8.e.	Lecture	Exam #1
Identify principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning	5.C.1.c.	Makover text; Lecture	Quizzes #1-2; Exam #1; Treatment Planning Paper
Understand the impact of biological and neurological mechanisms on mental health	5.C.2.g	Lectures; *Basic Psychopharmacology* text	Quizzes # 2, 4, 6, 8, 9, 10, 11, 12
Recognize classifications, indications, and contraindications of commonly prescribed psychopharmacological medications for appropriate medical referral and consultation	5.C.2.h	Lectures; *Basic Psychopharmacology* text	Quizzes # 2, 4, 6, 8, 9, 10, 11, 12
Record keeping, third party reimbursement, and other practice and management issues in clinical mental health counseling	5.C.2.m	Lectures	Exam #1
Intake interview, mental status evaluation, biopsychosocial history, mental health history, and psychological assessment for treatment planning and caseload management	5.C.3.a	Chapters 1-8 in Makover; Lectures	Quiz #1; Exam #1
Techniques and interventions for prevention and treatment of a broad range of mental health issues	5.C.3.b	Barlow text as well as the Weisz & Kazdin test; Multiple Lectures	Exams #1-3; Quizzes #2-8; Treatment Planning Project

Planned Course Outline:

Week:	Content Areas:	Assignments & Due Dates:
January 18th – January 23rd	• Course Orientation • Review of the Utilization & Outcome Literature • Transtheoretical Treatment Planning Model: Part 1	Canvas Quiz on Chapters 1-8 in Makover text *Due by January 23rd at 11:59pm*
January 24th - January 30th	• Transtheoretical Treatment Planning Model: Part 2 • Introduction to Psychopharmacology	Canvas Quiz on Chapters 9-16 in Makover text & Chapters 1-4 in *Basic Psychopharmacology* *Due by January 30th at 11:59pm*
January 31st – February 6th	• Panic Disorder • Agoraphobia • PTSD • Social Phobia	Canvas Quiz on Chapters 1-3 in Barlow text *Due by February 6th at 11:59pm*
February 7th – February 13th	• OCD • GAD	Canvas Quiz on Chapters 4-5 in Barlow test *Due by February 13th at 11:59pm*
February 14th – February 20th	Psychopharmacological Treatment of Anxiety Disorders	Canvas Quiz on Chapters 7 & 11 in *Basic Psychopharmacology* *Due by February 20th at 11:59pm*
February 21st – February 27th		**Exam #1** *Due by February 27th at 11:59pm*
February 28th – March 6th	Depressive Disorders	Canvas Quiz on Chapters 7-9 in Barlow text & Chapter 5 in *Basic Psychopharmacology* *Due by March 6th at 11:59pm*
March 7th – March 13th		**Spring Break**
March 14th – March 20th	• Bipolar Disorder • Eating Disorders	Canvas Quiz on Chapters 11 & 17 in Barlow text and Chapters 6 & 14 in *Basic Psychopharmacology* *Due by March 20th at 11:59pm*
March 21st – March 27th	• Psychotic Disorders • Substance-Use Disorders	Canvas Quiz on Chapters 12-14 in Barlow text & Chapters 8 & 13 in *Basic Psychopharmacology* *Due by March 27th at 11:59pm*

March 28th – April 3rd	• Borderline Personality Disorder • Evidence-Based Therapy Relationships	Canvas Quiz on Chapters 10 & 15 in Barlow text and Chapter 12 in *Basic Psychopharmacology* *Due by April 3rd at 11:59pm*
April 4th – April 10th		**Exam #2** *Due by April 10th at 11:59pm*
April 11th – April 17th	Treatment of Childhood Disorders: Part 1	Canvas Quiz on Chapters 1 - 4 in Weisz & Kazdin text *Due by April 17th at 11:59pm*
April 18th – April 24th	Treatment of Childhood Disorders: Part 2	Canvas Quiz on Chapters 5-8 in Weisz & Kazdin text *Due by April 24th at 11:59pm*
April 25th – May 1st	Treatment of Childhood Disorders: Part 3	Canvas Quiz on Chapters 9-10 in Weisz & Kazdin text *Due by May 1st at 11:59pm*
May 2nd – May 6th		**Treatment Planning Paper** Due by **Friday**, May 6th at 11:59pm
Final Exam Week		**Comprehensive Final Exam** *Due by May 10th at 11:59pm*

Instructional Strategies:

- Reading assignments from the required textbooks
- Weekly lectures posted in Canvas
- Supplemental videos and reading assignments posted in Canvas
- Frequent assessments in the form of quizzes and unit exams
- Development of a treatment planning guide

Evaluation Procedures:

In-Class Examinations. Students will complete three examinations, including a comprehensive final examination. Exams will be based on the assigned readings as well as information presented in Canvas. Short-answer, application, and essay items will comprise the majority of the exam questions. Students will need to know the material well enough to both explain it to the instructor and apply it to various scenarios. Responses to the exam items will be scored using criterion- and norm-referenced grading procedures.

> ***Policy on Missed Exams***. A student will only be allowed to take a missed examination under extraordinary circumstances (severe illness, death in the family, etc.). The

student **must** contact the instructor in advance of the examination time to explain his or her absence and secure permission to take the exam at a later date. The student has the responsibility to provide the instructor with documentation for an excused absence. If a student receives permission to complete a make-up examination, it must be completed within one week of the original exam date, and the content of the exam may be different from the exam given to the rest of the class.

Students will not be allowed to use their textbooks, notes, other people, or the internet in completing these examinations. To promote academic integrity, students will be required to take these exams on a computer with a functional camera and must download and utilize the Lockdown Browser: https://inside.nku.edu/library/services/cite/technologyresources/ldb_student.html

Canvas Quizzes. Students will complete 12 quizzes over the assigned readings via the Canvas software system. Each quiz will contain approximately 10-20 multiple choice and/or short-answer items. These quizzes will be timed; time limits will be established by multiplying the number of questions by 4 minutes. Though the quizzes are "open book," it is imperative that you carefully complete the assigned readings before logging on to Canvas. You will not likely do well on the quizzes without carefully completing the readings first. Furthermore, you may not receive assistance from another classmate in completing any of the quizzes; this action is considered to be cheating and subject to disciplinary action.

Treatment Planning Guide. Each student will write a develop a treatment planning guide on a specific disorder or *problem in living* that is not directly covered in the assigned readings. The guide should contain the following elements: prevalence of the disorder or problem, assessment and treatment planning issues, prognosis, & empirically-supported treatment strategies, if any. Think of this document as representing a treatment plan that could be useful for other counselors in working with clients who present with the selected presenting problem. (A scoring rubric and example papers will be provided in Canvas.)

Course assignments will be given the following weights:

Online Quizzes:	15%
Treatment Planning Paper:	20%
Exam #1:	20%
Exam #2:	20%
Final Exam:	25%

Grading Scale:

Graduate Plus/Minus scale		
Letter Grade	% Equal to or Greater than	Grade Point
A	93-100	4.00
A-	90-92.99	3.67
B+	87-89.99	3.33
B	83-86.99	3.00

B-	80-82.99	2.67
C+	77-79.99	2.33
C	70-76.99	2.00
F	0-69.99	0

Flexibility Clause

This syllabus should be regarded as a tentative document and subject to change. Any changes to the syllabus or course structure will be announced in Canvas.

Additional Course Policies:

- *Academic Integrity*. You may not receive any assistance from another classmate or another person in completing any of the assignments, quizzes, or exams required in the course. This action is considered to be cheating and will result in a F in the course; you may also be referred to the office of Student Conduct Rights and Advocacy
- *Complete assignments on time*. As outlined in this syllabus, the assignments and associated due dates are clearly spelled out. It is my expectation that you will budget your time wisely and complete every assignment on time. As a general rule, late work will not be accepted and any assignments that are late or missed will result in a grade of zero. Exceptions to this rule will be extremely unusual and will only be granted in extraordinary circumstances (e.g., severe illness, death in the family, etc.). I have the sole discretion to determine if an exception to this rule is warranted.

Credit Hour Policy Statement

In accordance with federal policy, NKU defines a credit hour as the amount of work represented in the achievement of student learning outcomes (verified by evidence of student achievement) that reasonably approximates one hour (50 minutes) of classroom instruction and a minimum of two hours of out-of-class student work. For every course credit hour, a typical student should expect to spend at least three hours per week of concentrated attention on course-related work including, but not limited to, class meeting time, reading, reviewing, organizing notes, studying and completing assignments. At least an equivalent amount of time is expected for other academic activities such as online courses, laboratory work, internships, practica, studio work and other academic work leading to the award of credit hours.

Estimates of the time required for a typical student to complete course expectations are as follows:

Online Instruction:	= 15 hours
Readings: 55 chapters x 2 hours each	= 110 Hours
Canvas Quizzes: 12 Quizzes x 1 hours each	= 12 hours
Treatment Planning Project	= 20 hours
Regular Exams: 2 x 15 hours each	= 30 hours

Comprehensive Final Exam	= 20 hours
Total	= 207 hours

University Common Syllabus

For each course taken at Northern Kentucky University, students will receive a syllabus with specific information about the section in which they are enrolled. The following information applies to all courses at the university.

Facial Coverings
In order to minimize the risk of infection for students and faculty, facial coverings that cover the mouth, nose, and chin must be worn at all times while students are in class. Accommodations may be granted for reasons of health and safety, but these accommodations must be documented by the *Office for Student Accessibility*. Violation of this policy will result in dismissal from class.

Class Workload
Students cannot learn by simply being spectators – it is not enough to watch and listen in class. Success requires an investment of time and effort outside of class in studying the material and, most importantly, in working on assigned readings, exercises, projects, research, and papers. For most three-credit courses, a typical student will need to spend nine hours per week studying outside of class. Some students will require more time than this; very few can get by with less. Students must take this out-of- class study time into account when developing course schedules. Students unable to make the needed commitment of time for class attendance *and* out-of-class study should consider taking the course some other time when their schedule will allow them to devote sufficient time to the material. Success in courses requires students to read assigned material carefully and to do assignments, projects, and papers on a regular basis.
Expect the unexpected. Power outages, computer crashes, Internet interruptions, and otherwise unavoidable problems *will* happen. Students must take steps to ensure they can complete their work on time. Do not wait until the last possible moment to complete assignments. Have a backup plan in case the unexpected occurs. For example, ensure you have access to a second Internet-accessible computer (e.g., at a friend's or at the library) and avoid saving projects directly to your device (e.g., use your NKU OneDrive account).

Academic Misconduct
This Student Honor Code [the "Honor Code"] is a commitment by students of Northern Kentucky University, through their matriculation or continued enrollment at the University, to adhere to the highest degree of ethical integrity in academic conduct. It is a commitment individually and collectively that the students of Northern Kentucky University will not lie, cheat, or plagiarize to gain an academic advantage over fellow students or avoid academic requirements.
Students, faculty, staff, and administrators at NKU strive to achieve the highest standards of scholarship and integrity. Any violation of the Student or Graduate Student Honor Codes is a potentially serious offense because it threatens the quality of scholarship and undermines the integrity of the community. All NKU faculty members are asked to report incidents of academic

misconduct to the office of Student Conduct Rights and Advocacy. While academic in scope, a violation of the NKU Honor Code may be considered a violation of the NKU Code of Student Rights and Responsibilities and will follow the adjudication processes described therein. Through the NKU Honor Code, students who are responsible for academic dishonesty may receive sanctions, including, but not limited to, a final grade of "F," or removal from the course in which the violation occurs. Repeated violations of the NKU Honor Code, or when suspension or expulsion from NKU may be a possible outcome of the violation, the incident will be referred to the office of Student Conduct, Rights and Advocacy.
Additional information is available at: https://inside.nku.edu/scra.html#policies

Sexual Misconduct
Northern Kentucky University is committed to fostering a safe and inclusive educational and work environment free from sexual misconduct, including sexual assault, non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation, sexual harassment, dating and intimate partner violence, relationship and domestic violence, stalking and gender-based bullying. For more information please see: https://inside.nku.edu/titleix/policy/sexual-harassment-policy.html

Instructors are NON-confidential mandated reporters. This means they are required to report any information a student shares regarding sexual misconduct that occurred on NKU's campus or involves an NKU student. Any student who has or is experiencing dating violence, domestic violence, sexual assault, or stalking is encouraged to contact the Norse Violence Prevention Center (NVP Center). The NVP Center provides free, confidential advocacy services. Contact the center at 859-572-5865, or by email at nvp@nku.edu. For more information, please see http://nvp.nku.edu/support.html.

Prerequisites
Prerequisites for all courses are listed in the NKU catalog (https://inside.nku.edu/registrar/catalog.html). These are meant to convey the background knowledge expected of each student in the course. History indicates that students who do not meet the prerequisites for a course are unlikely to succeed in the course. As such, it is imperative that students not take a course until they have mastered the prerequisites for that course. Prerequisites are typically one of two types: either (i) completion of specific NKU courses, or (ii) placement by satisfactory performance on a standardized exam. Students are responsible for ensuring compliance with the stated prerequisites. The department also checks prerequisites; students will be withdrawn from a course if they are found to have not met the course prerequisites.

University Policy on Non-Attendance

Face-to-Face/Hybrid Courses

NKU students are expected to attend the first scheduled class session of each course for which they are enrolled. If a student does not attend the first day of class, the instructor may drop the student for non-attendance.
Students who know they will be absent must contact their instructor(s) prior to the first class meeting to explain their absence and request to remain enrolled in the course.

Online

If the student does not log onto Canvas and access course materials or contact the instructor by 5 PM Thursday on the first week of classes, the instructor is required to drop this student for

non-participation (i.e., non-attendance). Additional attendance expectations may be found on the specific course syllabus.

Observance of Religious Holidays for Class Attendance

NKU values diverse religious perspectives and beliefs and recognizes religious practice is, for many individuals, an important element of personal identity, intellectual development and psychological well-being, and is, in many cases, inseparable from cultural identity. As the diversity of our community has increased, additional religious holidays now affect a significant number of students. Consistent with our commitment to creating a diverse and inclusive community, Northern Kentucky University believes every reasonable effort should be made to allow members of the NKU community to observe their holidays without jeopardizing the fulfillment of their academic obligations. NKU students who are unable to attend classes or participate in any examination, study, or work requirement on some particular day(s) because of their religious belief must submit a formal request to the instructor within 3 weeks of the beginning of the semester so appropriate arrangements can be made.

Inclement Weather Policy

If NKU is open, classes will meet. For information on NKU closings, students may:

- sign-up for Norse Alert (http://norsealert.nku.edu/)
- call the university/weather closings hotline: 859-572-6165 or 859-572-6166
- listen to local media (information will be provided to all area radio and television stations).

Incomplete Policy

The grade of "I" (incomplete) may be assigned at the request of a student when a portion of the assigned or required class work, or the final examination, has not been completed because of a documented serious illness and/or extreme personal circumstance not caused by the student's own negligence.

An incomplete will only be issued when the following conditions are met:

- *the quality of work is satisfactory (passing), but some essential requirement has not been completed;*
- *evidence of a serious illness and/or extreme personal circumstance not caused by the student's own negligence has been presented to the professor; and*
- *the student has developed a plan with the professor outlining the requirements and specific deadlines for completion of the missed work.*

An incomplete grade must be made up by the middle of the next regular semester in which the student is enrolled. The grade for any course not completed by this deadline will be converted to the grade of "F".

Withdrawing from a Course

The deadline for withdrawing from class with a grade of W is listed in the Schedule of Classes (https://inside.nku.edu/registrar/calendars.html) published for each semester. It is a student's responsibility to be aware of this deadline. To withdraw from class, a student must process the request online via http://mynku.nku.edu/. Students who stop attending class without officially withdrawing will receive a grade of F.

Students are generally not permitted to withdraw after the deadline; after that date they must either complete the course successfully or receive a failing grade. Exceptions are made only for

very unusual extenuating circumstances involving some change in the student's situation after the deadline. This will require documentation and the permission of the department chair and the dean. Permission for late withdrawal will not be given to students who merely seek to avoid a poor grade

Grade Appeal
Please see the Code of Student Rights and Responsibilities Section V: Academic Policies & Processes for any final grade appeal. The specifics of the process are detailed in subsection G: Student Academic Grade Appeal. https://inside.nku.edu/scra/information/students/rights-responsibilities.html

Diversity

Diversity describes an inclusive community of people with varied human characteristics, ideas, and worldviews related, but not limited, to race, ethnicity, sexual orientation, gender, religion, color, creed, national origin, age, disability, socio-economic status, geographical region, or ancestry. Institutions that value diversity provide a supportive environment that respects those human differences. It is our responsibility as citizens of the NKU community to promote and value a campus environment and classroom climate that is safe, fair, respectful, and free from prejudice.
As a college student you will have the opportunity to discuss many topics within your classes that will elicit a variety of responses and ideas. An important part of a college education is taking these varied opinions and life experiences into consideration when forming an educated opinion. Therefore, it is critical that we actively listen to and respect one another in the classroom and in online forums.

Inclusive Excellence
At NKU, we believe that individual differences can deepen understanding of one another and the world around us rather than divide us. Instructors at this university value people of all races and ethnicities, genders and gender identities, religions and spiritual beliefs, ages, sexual orientations, disabilities, socioeconomic backgrounds, regions, and nationalities. We strongly encourage everyone to share their rich array of perspectives and experiences, but to do so in a way that is respectful of others. Our discussions are opportunities for each of us to challenge underlying assumptions about our beliefs as we advance our knowledge, skills, and dispositions as professionals in our chosen discipline. Instructors reserve the right to intervene in discussions/communication between and among students if the atmosphere begins to appear hostile or aggressive in any manner. It is the instructor's role to ensure a classroom environment that is optimal for the learning of all students. Any students who feel their differences may in some way isolate them from the class community or who have a need for any specific accommodations, should please speak with their instructor early in the semester about their concerns and what might be done together to help ensure the ability to actively engage in the course and NKU community.

Health, Counseling, and Student Wellness (HCSW)
Anxiety, depression, and other mental health concerns are common among college students. Any student who feels such emotions are getting in the way of their day-to-day activities and/or academic success is encouraged to contact NKU's Health, Counseling, and Student Wellness Center. To make an appointment, call the HCSW at 859-572-5650 or walk in at University Center 440. For more information, please see https://inside.nku.edu/hcsw.html

W. Frank Steely Library

Students seeking research sources and/or information for assignments, general knowledge, or interest can visit, email (library@nku.edu), chat, call (859-572-5457), or text (859-534-9800) Steely Library, or request a research appointment to work with a librarian. Sources, services, and more information can be found at https://inside.nku.edu/library.html.

FUEL NKU

Any student who has difficulty affording groceries is encouraged to contact FUEL NKU, the campus food pantry for students. FUEL NKU is located in Albright Health Center 104, and may be reached at fuel@nku.edu. Any student who is experiencing challenges with accessing sufficient food to eat every day, or who lacks a safe and stable place to live, is urged to contact the Dean of Students for support. Our Dean of Students is Arnie Slaughter, and he may be reached at slaughtera@nku.edu. Furthermore, students are encouraged to notify the instructor if they are comfortable in doing so. This will enable instructors to provide any resources they may possess.

Learning PLUS

Students experiencing roadblocks (e.g., financial, personal, and social concerns) to academic success may seek assistance from Learning PLUS - https://inside.nku.edu/plus.html) who offer assistance in academic tutoring, developing success skills, a math center, and a writing center.

Learning Management Software

Canvas (https://nku.instructure.com) is an integral component of our courses. Most of the course materials (e.g., syllabus, schedule, readings, and movies) are only available on Canvas. Any questions or problems with the course Canvas site should be brought to the professor's attention as soon as possible.

In addition to downloading and installing Office 365 (free for NKU students, see https://inside.nku.edu/it/service-catalog/software/softwarecatalog/microsoft-stu.html), students who need access to Microsoft products (e.g., Word, Excel, PowerPoint) or Adobe Acrobat Pro and SPSS off campus may access NKU software and network drives from anywhere using NKU Virtual Desktop (VMWare View, https://one.nku.edu/task/all/virtual-desktop).

All technology problems must be addressed directly to the NKU IT Help Desk (https://inside.nku.edu/it/service-catalog/supporttraining/hd.html).

Student Evaluation of Instructor and Course

NKU takes instructor and course evaluations very seriously. They represent an important means of gathering information about instructors and courses, information that will be used to enhance student-learning opportunities. As such, NKU asks its students to participate responsibly in the instructor and course evaluation process and to include thoughtfully written comments.

For a full-semester course, evaluation periods begin two weeks prior to final exams. For seven-week courses, evaluation periods begin at midnight the Thursday of week 6 and close 11:59 p.m. the Sunday of week 7. For five-week courses, evaluation periods begin at midnight the Thursday of week 4 and close 11:59 p.m. the Sunday of week 5. Students are notified by email when the online evaluation process is available and are sent several reminders until evaluations are completed.

Student evaluations are strictly confidential, and results are not available to instructors until after final grades for the course are posted. The university has established extensive precautions to prevent individual student comments from being identified.

In addition, students should be aware:

- Evaluations can affect changes in courses. Evaluations without comments are less valuable and less credible than those filled out thoughtfully. Comments that are expressed well are more effective than those that are not.
- Positive feedback is just as important as criticism. Moreover, negative evaluations without any explanation and specifics are not especially useful.
- Once grades are submitted, all evaluations are read not only by the instructor, but also by the instructor's department chairperson.
- Evaluations not only provide feedback to your instructor, but also provide information to the department chair for use in performance evaluations. This information affects reappointments, promotions, salaries, and teaching assignments.
- For more information and to view the instructor and course evaluation schedule, visit the student evaluation home page (http://eval.nku.edu)