SYLLABUS

DATE OF LAST REVIEW: 02/2014

CIP CODE: 51.1501

SEMESTER: DEPARTMENTAL SYLLABUS

COURSE TITLE: Counseling and Services Coordination

COURSE NUMBER: ADCN 0221

CREDIT HOURS: 3

INSTRUCTOR: DEPARTMENTAL SYLLABUS

OFFICE LOCATION: DEPARTMENTAL SYLLABUS

OFFICE HOURS: DEPARTMENTAL SYLLABUS

TELEPHONE: DEPARTMENTAL SYLLABUS

EMAIL: DEPARTMENTAL SYLLABUS

KCKCC issued email accounts are the official means for electronically communicating with our students.

PREREQUISITE(S): ADCN0101 or ADCN0105 or consent of the instructor.

REQUIRED TEXT AND MATERIALS: Please check with the KCKCC bookstore, http://www.kckccbookstore.com/, for the required texts for this course.

COURSE DESCRIPTION:
This course will acquaint the student with the process of client/patient management primarily in the field of addiction counseling. The course will assist the student in how to demonstrate competency in a variety of treatment activities. This course will provide instruction for students seeking to be professional substance counselors, currently substance abuse counselors, or other people who have a sincere desire to become better acquainted with this area of addiction counseling practice. A variety of activities will be assigned to the student in how to learn and understand effective techniques to be used in addiction counseling practice, and how to apply this information towards professional certification or licensure when applicable.

Included in the instruction will be services coordination which includes referral and case management. These activities are used to connect substance-related disorder clients and their families with treatment services and other community resources. The navigation and coordination across multiple systems using case management and advocacy skills should assist the client in achieving established treatment and recovery goals.
The study of legal and ethical issues will include the review of state and national codes of ethical for addictions counselor. Standards for professional behavior and scope of practice will be discussed as it relates to clinical practice with substance-related disorders clients and their families. The study of client rights, client responsibilities, and informed consent will be discussed as part of the intake and counseling process. Confidentiality as it relates to 42 CFR part 2 and HIPAA will be reviewed. Study of legal considerations in substance-related abuse counseling as it relates to “duty to protect” to client, others and the community.

**METHOD OF INSTRUCTION:** A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, projects and presentations, speeches, debates, panels, conferencing, performances, even learning experiences outside the classroom. Methodology will be selected to best meet student needs.

**COURSE OUTLINE:**
A. Introduction to classroom and expectations for students  
B. Introduction to Twelve Core Functions and 46 global criteria  
C. Develop acceptance of a personal definition of addiction  
D. Explore person to utilize for development of a case study  
E. Review laws regarding confidentiality (42CFR Part 2) and HIPPA  
F. Discuss Substance Abuse Disorders in DSM-5 as it relates to the assessment and referral process  
G. Review counseling theorist to develop personal option  
H. Study various reporting requirements and duty to warn  
I. Demonstrate competency utilizing a case study presentation  
J. Understand record keeping requirements in addiction counseling  
K. Review requirements for becoming a substance abuse counselor.  
L. Examine ethical issues and counselor burn-out

**EXPECTED LEARNER OUTCOMES:**  
A. The student will learn what is required to be a student studying to be a professional addiction counselor.  
B. The student will identify health care law relating to addiction counseling.  
C. The student will complete a patient/client related case study and develop a mechanism to demonstrate competency in providing service to this identified patient/client  
D. The student will demonstrate an ability to apply and complete documentation of clinical activities in addiction treatment.  
E. The student will learn how addiction counseling services fit within the overall private and public health care provider network.  
F. The student will be able to identify and utilize various resources in research, literature, and other sources to secure appropriate and accurate information on substance abuse, substance abuse disorders, and other areas related to substance abuse counseling.

**COURSE COMPETENCIES:**
1) The student must be able to demonstrate he or she can relate and participate with the established classroom program management.  
2) The student will complete a forty question multiple choice pre/post test.
3) The student will develop their definition of chemical dependency.
4) The student will understand the definition of the twelve core functions.
5) The student will know how the global criterion relates to 12 core functions.
6) The student will understand the 42CFR Part 2.
7) The student will review applications of HIPAA.
8) The student will identify ethical issues that affect addiction counseling.
9) The student will understand the various reporting requirements.
10) The student will understand treatment outcomes and cost offsets.
11) The student will identify a fictional patient/client for a case history.
12) The student will understand the DSM-5 Substance Related-Disorders.
13) The student will explore their counseling theories.
14) The student will develop a case presentation.
15) The student will demonstrate competency in presenting a case study.
16) The student will examine various assessment documents.
17) The student will be able to identify the various stages of change.
18) The student will develop four strategies of motivational enhancements.
19) The student will learn how to construct a treatment plan.
20) The student will learn how to construct progress notes.
21) The student will understand morbidly and mortality in addictions.
22) The student will review the treatment of dual disorders.
23) The student will examine the role of family in addiction treatment.
24) The student will examine crisis identification and intervention.
25) The student will review the impact of harm reduction in counseling.
26) The student will understand the importance of 12-Step recovery group.
27) The student will compare the SMART program to traditional 12-Step.
28) The student will understand the affects of burn-out.
29) The student will learn of maintaining professional boundaries and counselor boundaries.
30) The student will demonstrate an understanding of ethical and legal responsibilities.

ASSESSMENT OF LEARNER OUTCOMES:
Student progress is evaluated by means that include, but are not limited to, exams, written assignments, and class participation.

SPECIAL NOTE:
This syllabus is subject to change at the discretion of the instructor. Materials included are meant to provide an outline of the course and the rules that the instructor will adhere to in evaluating the student’s progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.
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