

# Welcome New Students

*The Department of Counseling Psychology prepares students to provide psychotherapy, counseling, consultation, education, training and client-centered advocacy emphasizing recovery-oriented care. The program emphasizes student-centered and collaborative learning. The curriculum is designed to meet the new educational requirements of the Board of Behavioral Science and to provide students with skills for working effectively with diverse populations utilizing the most recent developments in the application of major theoretical orientations with an emphasis on evidenced-based treatments. Students are encouraged to practice with empathy and sensitivity, work with clients' strengths and build client resilience.*

On behalf of the Department of Counseling Psychology faculty, staff, students and alumni, I welcome you to the Master's program in Counseling Psychology at Dominican University of California. We encourage you to take an active part in your education, the activities of the Department, and ultimately the field of counseling. You will find that the Department of Counseling Psychology at Dominican emphasizes cooperation, not competition, with acceptance and encouragement of diversity of personal styles and theoretical beliefs among faculty and students. The faculty is committed to the value of empowering and supporting students in their personal and professional development. All clinical faculty are licensed, practicing psychotherapists. The curriculum is designed to provide you with training in the most recent developments in the major theoretical orientations for clinical practice. The alumni of the Department are known and respected for their professionalism and high degree of academic knowledge and clinical skill. We all wish you well and look forward to your participation in the program and the field of professional counseling.

Charles R. Billings, PhD, FAClinP, FAFamP  
Fellow of the Academy of Clinical Psychology  
Fellow of the Academy of Family Psychology  
Chairperson, Department of Counseling Psychology  
Dominican University of California  
January 2011

Department of Counseling Psychology  
Bertrand Hall, Room 21 415-485-3263

# **Table of Contents**

<b>GENERAL INFORMATION.....</b>	<b>3</b>
<b>WHAT STUDENTS SHOULD KNOW WHEN PLANNING THEIR PROGRAM .....</b>	<b>3</b>
<i>Fieldwork.....</i>	<i>3</i>
<i>Declaration of Concentration.....</i>	<i>4</i>
<i>Changing Your Concentration.....</i>	<i>4</i>
<i>New Student Orientation.....</i>	<i>6</i>
<i>Ongoing Student Evaluation and Feedback.....</i>	<i>8</i>
<i>Curriculum .....</i>	<i>9</i>
<b>PROGRAM DESCRIPTION .....</b>	<b>9</b>
<i>General Master's Degree in Counseling Psychology.....</i>	<i>10</i>
<i>Master's Degree in Counseling Psychology with a Concentration in Marriage and Family Therapy.....</i>	<i>11</i>
<b>FIELD PLACEMENT REQUIREMENTS.....</b>	<b>12</b>
<b>COURSE DESCRIPTION .....</b>	<b>12</b>
<b>SAMPLE COURSE SEQUENCE.....</b>	<b>12</b>
<b>FACULTY.....</b>	<b>12</b>

# ***General Information***

## ***What Students Should Know When Planning Their Program***

### ***Student Advising***

Advising for the program is carried out by the Chairperson, General Master's Program Advisor for general master's students and the Director of Field Placement in conjunction with the Program Manager and Student Advisors who assist students in planning their courses. Contact the Department of Counseling Psychology office for the names and phone numbers of the current Student Advisors.

### ***Basic Course Selection***

Although CP 5200 Introduction to Counseling: Client-centered and Crisis Intervention Techniques should be taken in your first semester, most other courses in the Counseling Psychology program do not have a sequential order. Refer to the Sample Counseling Psychology Course Sequence for more detailed course schedule information. Please note that CP 5231 Phases of Human Development is a prerequisite for CP 5207 Advanced Counseling Techniques: Psychodynamic, and that CP 5217 Professional Ethics and Law is a prerequisite for CP 5294 Fieldwork in Counseling, CP 5995 GMPP Seminar( General Masters Proficiency Project) and for beginning your fieldwork experience. Students who have not already taken an upper division/undergraduate course in Theories of Personality within the last five years preceding admission to the program should take this course prior to the completion of their first year in the program. This course is offered at Dominican through its undergraduate Department of Psychology or another institution. This course in Theories of Personality must be completed within your first year. Students are advised to take these prerequisite courses early in the program.

### ***Fieldwork***

Fieldwork can be started after completing 12 units in the Department of Counseling Psychology. Two of these units must be CP 5217 Professional Ethics and Law. All students must file the appropriate fieldwork forms by July 15 for fall semester, December 10 for spring semester, and April 20 for summer session if they are planning on fieldwork. Students taking fieldwork must be enrolled in CP 5294 Fieldwork in Counseling or CP 5995 GMPP Seminar in order to count fieldwork hours for the Board of Behavioral Science and the Department's requirement of 500 hours of fieldwork for graduation. For those students also interested in gaining hours toward a Marriage and Family Therapy (MFT) license, the requirements for fieldwork are also governed by the state licensing board, the Board of Behavioral Science (BBS). Students in the General Master's Degree concentration,

must enroll in the GMPP Seminar course (CP 5995). For more information on fieldwork requirements, finding a fieldwork site and filing the appropriate fieldwork forms, please refer to the Fieldwork Placement Requirements section in this handbook.

### ***Declaration of Concentration***

The Counseling Psychology program has two programs; M.S. in Counseling Psychology and the M.S. in Counseling Psychology with a concentration in Marriage and Family Therapy. Students must declare their area of concentration prior to completing their first semester or 12 units. They cannot register for any additional units above 12 until they have been approved for their declared concentration.

### ***Changing Your Concentration***

Students who wish to transfer from one counseling psychology program to another (e.g., from the M.S. in Counseling Psychology to the M.S. in Counseling Psychology with a Concentration in Marriage and Family Therapy or M.S. in Counseling Psychology with a Concentration in MFT to the M.S. in Counseling Psychology with no concentration) must submit a written request to the Chair of the Counseling Psychology Department. The request must contain one or more reasons for the proposed change. Transfer of programs is not automatic. The director will present the request to the faculty for review and decision. The faculty decision will be transmitted by letter to the student, and a copy of the letter will be placed in the student's file. The semester following the request will be the effective date of the transfer. The request is due by April 1<sup>st</sup> for the fall semester or November 1<sup>st</sup> for the spring semester.

### ***Candidacy***

Students in both the general concentration and the MFT concentration will automatically be reviewed for candidacy by faculty after completing 24 units. Students in the MFT concentration cannot register for Family Therapy until they have received candidacy.

### ***Graduation Requirements***

The Comprehensive Clinical Proficiency Review (CCPR), or the successful completion of a General Master's Proficiency Project (GMPP), is the final phase of study in the Department of Counseling Psychology.

#### ***CCPR***

The purpose of the CCPR is to provide an opportunity for students to integrate, apply and demonstrate their knowledge through the presentation of a written case study and an oral review. Students must be a Candidate for the degree and in good standing in the Department of Counseling Psychology to qualify to take the CCPR. An Application to take the CCPR may be obtained from and returned to the Department Office. The CCPR must be taken no later than one year after completion of coursework. In most cases, it is advisable to take the CCPR during the last semester of classes and to take the

Fieldwork Seminar concurrently to help prepare for the review. If it is necessary to re-take the CCPR, this must be done no later than one year after the first CCPR or GMPP date.

## ***GMPP***

The purpose of the GMPP is to provide an opportunity for those students who wish to obtain a General Master's in Counseling Psychology to integrate, apply and demonstrate their knowledge through the development of a Master's Project pertaining to a special field of interest within Counseling Psychology. The project may comprise research, experience, design, service learning or other proposals which received initial approval by the GMPP Advisor and are thereafter presented in progress to the GMPP Seminar, CP 5995. A final presentation of the project is made to an appropriate academic or community group or instructor during the semester of planned graduation. All projects are eligible to receive nominations for the University's Academic Scholar Award that is presented at a dinner in spring semester.

## ***Graduate Degree Application***

An ***Application for a Graduate Degree*** is due in the Registrar's office at least one or more semesters before the anticipated graduation date and may be obtained from the Registrar's Office, Bertrand Hall. Please check the current Department calendar for application deadline dates.

## ***File Check***

A review of your file and transcript is completed at the beginning of your last semester in the program. This is typically done when you apply to take your CCPR or GMPP. The purpose of this review is to ensure all necessary paperwork is on file and you have completed the course and program requirements.

## ***Licensure Issues for MFT Concentration***

In order to meet the requirements specified by the BBS for registering as an intern after graduation and for taking the licensing exam given by the BBS, courses used to meet content area requirements, if not taken at Dominican, either must be included on the Dominican transcript as transferred credits or, when applying for registration as an intern or taking the licensing exam, must be included on a transcript sent from the other institution to the BBS for documentation. If students wish to transfer credits to Dominican, prior approval must be obtained in writing from the Department Chairperson. For more information, see Transfer of Credit segment in this section.

## ***Graduate Fellowships***

The Department of Counseling Psychology is pleased to be able to provide some graduate fellowships to admitted students based on financial need. Students who have been determined eligible for financial aid by the Financial Aid Office may also be eligible for these graduate fellowships and will be notified by the Financial Aid Office. In order to qualify, a student must be enrolled in at least nine units

per semester and have submitted all financial aid documents by July 1 for the fall semester and December 1 for the spring semester. Those students accepting fellowships may be required to provide ten hours of service each semester to the Department of Counseling Psychology. For information on financial aid, contact the Financial Aid Office at 415-257-1350.

### ***Independent Study***

Courses may be taken on an independent study basis only in special circumstances. All independent studies must be approved by the instructor, the Department Chairperson and the Dean of the School of Education and Counseling Psychology. To ensure this approval, an ***Application for Independent Study*** must be completed with the proper signatures prior to starting independent study. This form may be obtained from the Registrar's Office or the Department Office. Students will not receive a grade if this form is not properly completed and returned or if the student owes any monies to Dominican. Dominican University of California has a 6-unit limit on independent studies.

### ***Financial Issues***

Arrangements for tuition payments are made through Business Services; financial aid information is available in the Financial Aid Office. Both offices are located in Bertrand Hall. It is advisable to begin the process for financial aid upon acceptance into the program. Students may also apply for financial aid on-line: [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### ***New Student Orientation***

New Student Orientation is required for newly enrolled students and will be held each semester. This is an opportunity for students to meet the student advisors, learn about how to plan their program, how to get started with their fieldwork requirements, how to work with Board of Behavioral Sciences (BBS). The course, CP 5200 Introduction to Client-centered and Crisis Intervention Techniques also provides an introduction to the Department of Counseling Psychology and the field of counseling.

### ***Transfer of Credit from Other Institutions***

Up to six semester units of credit toward a master's degree may be approved by the Chairperson of the Department of Counseling Psychology for work taken as a graduate student at another institution regionally accredited (i.e. Western Association of Schools and Colleges, WASC) for granting the master's degree, if the grade is B or higher, and the course counts toward a comparable degree in Counseling at that institution. The Chairperson of the Department of Counseling Psychology at Dominican as well as the instructor teaching the comparable course at Dominican determine whether the work presented for transfer credit is acceptable; both must sign a ***Preliminary Course Equivalency Form*** to approve taking the proposed course. These units are transferred after a student has successfully completed at least six units of graduate work at Dominican University of California. The student must also arrange to have an official transcript sent directly to the Department of Counseling Psychology from the institution where the units were taken and must fill out a ***Transfer of Units Form*** so that the units may be transferred to the Dominican transcript.

## ***Incompletes***

The ***Request for Grade of Incomplete Forms*** are available in the Registrar's and the Department office. After requesting an Incomplete from the instructor of the class, it is up to the ***student*** to obtain, complete and file this form in the Registrar's office *before* the end of the semester in which the Incomplete is being taken. It is important to follow the Registrar's policies, procedures, and due dates for completion of the course work.

## ***Leave of Absence***

A student must apply, in writing, and may be approved to take a leave of absence not to exceed one year (two semesters in a row). When a student wishes to return to the Counseling Psychology program, he/she must submit a letter to the Department of Counseling Psychology requesting re-admission. Upon the Department's approval, the student must apply for re-admission in the Registrar's Office, then register and successfully complete a minimum of six units per semester. If the student fails to resume this normal progress toward a degree in Counseling Psychology, their status within the program will drop to inactive. Inactive students are required to reapply to the program in order to resume their course of studies.

## ***Professional Memberships***

For those interested in becoming a student member of the California Association of Marriage and Family Therapists (CAMFT) and the Marin Chapter of CAMFT, applications are available on line at [CAMFT.org](http://CAMFT.org) and [MARINCAMFT.org](http://MARINCAMFT.org).

## ***Student Forums***

Periodically, meetings called Student Forums are held to disseminate and discuss important information regarding the counseling program, curriculum and requirements, fieldwork placements, current changes in the field, and other areas of student interest. These forums are comprised of students, staff and faculty members of the program. All students and faculty are notified, in writing as to the dates, times, and places of scheduled Student Forums. Students are also encouraged to speak with the Program Manager, the Chairperson of the Department of Counseling Psychology or the Director of Field Placement regarding any questions or concerns that may arise during their enrollment in the Counseling Psychology program. Counseling students have a voice in the Counseling Psychology program and this is a good way to express opinions and concerns as well as to keep abreast of the field and the program.

## ***Mid-Term and End of the Semester Evaluations***

Twice a semester students have an opportunity to share their perceptions and judgments about the courses they are taking. The purpose of mid-term and end-of-the-semester evaluations is to continually monitor the quality of instruction given in the program by involving students in the evaluation of the structure, content and presentation of their curriculum. Students are encouraged to

take responsibility for meeting their individual and collective needs within the program. In order for the evaluation process to be effective, students must be willing to take the time to consider both the positive and the negative aspects of each course they are taking and then share their opinions with their instructors and the Department. Confidential forms are distributed by faculty during classes for completion by students for the midterm evaluations and students go on line to electronically complete the end of semester course evaluations.

### ***Ongoing Student Evaluation and Feedback***

Since students in the Department of Counseling Psychology program are pursuing a professional course of study to provide professional services for others, their progress is continually evaluated throughout the program by the faculty. The faculty may provide feedback to specific students in regard to particular issues or concerns and may require that a student who is unsuited to provide professional services to others withdraw from the program. In addition, each student in a fieldwork or GMPP seminar gets individual feedback each semester from the instructor.

### ***Appeal Procedure (Change of Status)***

Applicants to the Counseling Psychology program and students in the program have the right of appeal if they feel there has been a violation in procedure or prejudice in the processing of their application. In addition, in the event a student is required to withdraw by the faculty, the student has the right of appeal in the case of a violation in procedure or prejudice. This appeal must be put in writing and submitted to the Department of Counseling Psychology within 10 days of notice of rejection of application or notice to withdraw. The Department Chairperson will meet with the student making the appeal and will consult with the faculty. A student whose appeal has been denied has the right to make an additional appeal by means of a letter indicating the reasons for appeal, written directly to the Dean of the School of Education and Counseling Psychology. This letter must be written within 10 days of the notice of rejection of appeal from the Department of Counseling Psychology.

### ***Plagiarism***

Broadly defined, plagiarism is presenting the work of another person as one's own. Plagiarism is an act of academic and professional dishonesty and is a serious ethical violation unless the words, phrases or sentences are in quotation marks and the sources are given in full. It is unacceptable to copy text or ideas, either verbatim or in using wording or sentences from a source without citing the author and source. Plagiarism is an ethical violation which brings into question the student's ability to perform ethically as a professional counselor.

## *Program Description*

The Department of Counseling Psychology at Dominican University of California offers professional training leading to the Master of Science (M.S.) in Counseling Psychology. Those wishing to be licensed as a Marriage and Family Therapist (MFT) are required to take the concentration in Marriage and Family Therapy.

### ***Competency/Outcome Based***

The Department of Counseling Psychology's program is a competency/outcome-based program of academic and professional training. For those pursuing state licensure as a Marriage and Family Therapist, the Board of Behavioral Sciences requires that coursework be taken in prescribed areas. The Master's Degree in Counseling Psychology with a Concentration in Marriage and Family Therapy is designed to meet the requirements of the Business and Professions Code, Section 4980.36 and the requirements of SB 33. The areas of professional competence required of all students include:

1. Assessment, including a review of individual and group psychological, educational and vocational testing, and interviewing techniques.
2. Psychodiagnosis and treatment planning.
3. Counseling skills. Utilizing a variety of approaches involving children, adolescents, adults, and seniors using Client-Centered, Crisis Intervention, Psychodynamic, Behavioral, Cognitive Behavioral, Brief and Strategic, Group techniques, Family Therapy and Couple Therapy.
4. Consultation techniques.
5. Research in human systems and treatment outcome or Client Advocacy and Collaborative Care.
6. Human diversity.
7. Professional ethics and law.
8. Human communication.
9. Human biological, psychological and social development.
10. Alcohol and substance abuse.
11. Child abuse assessment and reporting.
12. Domestic violence.
13. Building resiliency.
14. Dealing with trauma.

### ***Curriculum***

The General Master of Science degree in Counseling Psychology is 43 units and the Masters of Science Degree in Counseling Psychology with a concentration in MFT requires 60 semester units. Six of these units may be transferred from another institution with the approval of the Chairperson of the Department of Counseling Psychology. All classes are limited to 20 students, depending upon course content. Fieldwork seminars are limited to eight students. Students should take Introduction to Counseling: Client-Centered and Crisis Intervention Techniques (CP 5200) their first semester of the program. Students who have not already taken a graduate or an undergraduate course in

Theories of Personality must take this course prior to the completion of their first year in the program. Phases of Human Development (CP 5231) is a prerequisite for Advanced Counseling Techniques-Psychodynamic (CP 5207). Professional Law and Ethics (CP 5217) is a prerequisite to Fieldwork Seminar (CP 5294), GMPP Seminar (CP 5995) and the fieldwork placement. It is recommended that students take these prerequisites early in the program. Candidacy is required to take Advanced Counseling Techniques- Family Therapy (CP 5246). The core courses offered by the Department of Counseling Psychology at Dominican and the additional courses for the area of concentration are as follows:

### ***General Master's Degree in Counseling Psychology***

<b>Course #</b>	<b>Units</b>	<b>Title</b>
CP 5200	3	Introduction to Counseling: Client-Centered and Crisis Intervention Techniques
CP 5203	3	Advanced Counseling Techniques: Behavioral and Cognitive Behavioral
CP 5204	3	Advanced Counseling Techniques: Groups
CP 5205	3	Advanced Counseling Techniques: Assessment and Treatment of Children
CP 5207*	3	Advanced Counseling Techniques: Psychodynamic
CP 5208	3	Advanced Counseling Techniques: Brief and Strategic Therapies
CP 5214	1	Domestic Violence
CP 5215	1	Child Abuse: Assessment, Reporting and Treatment
CP 5216	2	Alcohol and Substance Abuse
CP 5217	2	Professional Ethics and Law
CP 5219	2	Human Diversity
CP 5221	3	Psychological Assessment
CP 5222	2	Research in Human Systems
CP 5231	3	Phases of Human Development
CP 5237	3	Psychopathology and Treatment Planning
CP 5995**	6	GMPP Seminar (2 semesters)

**Total**                    **43 units**

\* Prerequisite: CP 5321: Phases of Human Development, or consent of instructor

\*\* Prerequisite: CP 5217: Professional Ethics and Law

***Master's Degree in Counseling Psychology with a Concentration in Marriage and Family Therapy***

<b>Course #</b>	<b>Units</b>	<b>Title</b>
CP 5200	3	Introduction to Counseling: Client-Centered and Crisis Intervention Techniques
CP 5203	3	Advanced Counseling Techniques: Behavioral and Cognitive Behavioral
CP 5204	3	Advanced Counseling Techniques: Groups
CP 5205	3	Advanced Counseling Techniques: Assessment and Treatment of Children
CP 5207*	3	Advanced Counseling Techniques: Psychodynamic
CP 5208	3	Advanced Counseling Techniques: Brief and Strategic Therapies
CP 5209	3	Advanced Counseling Techniques: Client Advocacy and Collaborative Care
CP 5214	1	Domestic Violence
CP 5215	1	Child Abuse: Assessment, Reporting and Treatment
CP 5216	2	Alcohol and Substance Abuse
CP 5217	2	Professional Ethics and Law
CP 5218	1	Geriatrics and Long-Term Care
CP 5219	2	Human Diversity
CP 5221	3	Psychological Assessment
CP 5224	2	Psychopharmacology
CP 5231	3	Phases of Human Development
CP 5237	3	Psychopathology and Treatment Planning
CP 5245	1	Clinical Aspects of Human Sexuality
CP 5246	3	Advanced Counseling Techniques: Family Therapy
CP 5247	3	Advanced Counseling Techniques: Couple Therapy
CP 5294**	12	Fieldwork in Counseling (4 semesters)
<b>Total</b>	<b>60</b>	

\* Prerequisite: CP 5321: Phases of Human Development, or consent of instructor

\*\* Prerequisite: CP 5217: Professional Ethics and Law

## ***Psychotherapy Requirement***

The Department of Counseling Psychology requires that all students have a minimum of 45 hours of personal psychotherapy: individual, couple or family. (Up to fifteen of these hours may have been done within two years before entering the program and must be signed off by the licensed mental health professional who performed the psychotherapy.) A licensed mental health professional includes Marriage and Family Therapists, Licensed Clinical Social Workers, Licensed Psychologists, and physicians board certified in psychiatry by the American Board of Psychiatry and Neurology.

This requirement is based on the belief in the value of students personally experiencing a process they are being trained to provide for others. This requirement may be met by a student working with one or more licensed psychotherapists who have provided the student with a total of 45 hours of individual, couple or family psychotherapy. There is a list of licensed psychotherapists in the Counseling Psychology Office who have sliding scale fees for psychotherapy. The ***Verification of Psychotherapy Form*** which must be signed by the psychotherapist is available in the Department office.

## ***Post-Graduate Requirements for Students with MFT Concentration***

After receiving the MS degree in Counseling Psychology with a Concentration in Marriage and Family Therapy, students who wish to attain the Marriage and Family Therapy (MFT) license need to register as an intern with the Board of Behavioral Sciences (BBS) in Sacramento which oversees the MFT licensing process. Graduates may pick up an MFT Intern Registration Application Packet in the Department office or go on-line at [www.BBS.ca.gov](http://www.BBS.ca.gov) to receive the necessary materials. One of the required forms, the ***Program Certification Form***, needs to be issued from the Department, and it is the student's responsibility to request that form from the Program Manager. Students will also need to order an official transcript from Dominican University of California which shows that the MS degree has been granted. Students need to submit their application to the BBS within 90 days of the conferral of their degree if they wish to count their fieldwork hours in the interim time between graduation and receipt of their intern number from the BBS.

# Field Placement Requirements

## ***MFT Concentration***

After successfully completing 12 units in the Department of Counseling Psychology, which include the 2 unit course CP 5217 Professional Ethics and Law, a student may apply to do fieldwork as a trainee. Students who plan to apply for the MFT Concentration and wish to count fieldwork hours required by the Department of Counseling Psychology at Dominican University of California and by the Board of Behavioral Sciences (BBS) must follow the policies and procedures required by the BBS to be eligible to take the MFT licensing exam. The BBS may be contacted at the following address and phone number.

Board of Behavioral Sciences  
1625 No. Market Blvd. Suite S-200  
Sacramento, CA 95834  
E-mail: [bbswebmaster@bbs.ca.gov](mailto:bbswebmaster@bbs.ca.gov)  
Web site: [www.bbs.ca.gov](http://www.bbs.ca.gov)  
Phone: 916-574-7830  
Fax: 916-574-8625

The BBS requires that students have a ***Responsibility Statement for Supervisors Form*** signed by their onsite supervisor from each fieldwork. Students are responsible for making sure their on site supervisor is a qualified licensed mental health professional qualified to supervise MFT trainees. Students must maintain a ***Weekly Summary of Hours of Experience Form*** for their hours signed by their on-site supervisor which they may need to provide to the BBS, if requested. Upon completion of supervised experience at each fieldwork site, students must have their supervisor complete a ***Marriage and Family Therapist Experience Verification Form*** which must be submitted with the application to take the MFT licensing exam.

For a fee you may wish to have your hours tracked by [trackyourhours.com](http://trackyourhours.com)

## **Dominican University Department of Counseling Psychology Requirements**

The Counseling Psychology department requirements for graduation are as follows:

- Complete a minimum of 500 hours, a minimum of 300 hours needs to be face to face counseling or supervision
- A maximum of 100 hours in any one of the following categories can be counted:
  - Telemedicine
  - Client Centered Advocacy
  - Report writing, progress or process notes
  - Seminars and workshops

- Personal psychotherapy

A minimum of one hour of supervision with the approved on-site supervisor or two hours of approved group supervision session with eight or fewer trainees and/or interns is required each week for each five hours of direct client contact. The maximum number of direct supervision sessions weekly is three. Fieldwork placements usually require from fifteen to twenty hours per week. A very important consideration in choosing a fieldwork placement is the amount of supervision and training that the trainee will be receiving. It is highly recommended that the trainee review any of the evaluations completed by other Dominican trainees who have been placed at the fieldwork site being considered. These evaluations, along with descriptive information regarding the fieldwork sites, can be found in the Department of Counseling Psychology fieldwork database. It is also highly recommended that the trainee meet with the individual who would be providing the direct supervision before he or she makes a commitment to a fieldwork placement. Commonly, interviewing for fieldwork placements takes place in the spring for positions which begin the following fall. For that process, an updated resume is required. Career and Internship Services at Dominican has been very supportive in assisting students to prepare their resumes and cover letters. It is also required that the supervisor have the appropriate license/licenses, and experience and training directly related to the selected fieldwork site and the student's chosen area of interest or specialization.

As well as the forms required by the BBS, there are also several Counseling Psychology Departmental forms required each semester for students doing fieldwork. Completed **Graduate Fieldwork Application for Trainees Forms** are required for each fieldwork site and are due in the Department office no later than July 15 for the fall semester, December 10 for the spring semester, and April 20 for summer session. These applications need to be approved by the Director of Field Placement by August 1 for the fall semester, December 20 for the spring semester, and May 1 for summer session. Students will not be able to register without Fieldwork Application approved by the required date.

All students who are in an approved fieldwork placement must register for the Fieldwork in Counseling seminar (CP 5294) for the semester(s) in which the fieldwork is being performed if they wish the hours to be counted.

### ***Fieldwork Placement Application Procedures***

1. Complete **Graduate Fieldwork Application for Trainees Form**
  - a. Obtain description of needs and goals of proposed fieldwork placement and signature of onsite supervisor.
  - b. Return completed **Graduate Fieldwork Application for Trainees Form** to department office for approval by the Director of Field Placement by July 15 for fall semester, December 20 for spring semester, and April 20 for summer session.
2. If a student does not have a fieldwork placement, he/she may either:
  - a. Consult the fieldwork placement database which is located in the Department office.
  - b. Contact either the Director of Field Placement or the Program Manager.

3. A total of three copies of the **Graduate Fieldwork Application for Trainees** is necessary:
  - a. Original copy: Student's file in Department office.
  - b. Second copy: On-site supervisor, given to supervisor by student after contract has been approved by Chairperson.
  - c. Third copy: Student's copy. (Save copies of all forms for your own files.)
4. If a fieldwork placement will extend for more than one (1) semester, the student must complete and return a **Verification of Fieldwork Continuance Form** for all time spent past the initial semester for which the application was made.
5. Submit completed **Graduate Fieldwork Application for Trainees or Verification of Fieldwork Continuance Form** to the Department office no later than the specified due date.
6. At the end of each semester during the time that a student is fulfilling the field placement requirements, the on-site supervisor should receive an **On-site Supervisors Fieldwork Evaluation Form**. These forms are sent from the Department office, and it is the student's responsibility to see that they are returned to the Department office. The **Evaluation of Fieldwork Placement by a Trainee Forms** will be distributed in each fieldwork seminar prior to the close of each semester. They should be filled out by students and returned to the Department office, where they will be entered in the fieldwork database for other students to use as a reference.

Although students are required to do at least 500 pre-master's hours of fieldwork experience to obtain the Master's Degree in Counseling Psychology, the BBS will count up to 1300 pre-master's level hours toward their license (See appendix A for most recent BBS requirements).

## ***Summary of Department Fieldwork Placement Forms***

### **1. Graduate Fieldwork Application for Trainees**

Must be filled out and turned into the Department of Counseling Psychology by appropriate deadlines (July 15 for fall semester, December 10 for spring semester, and April 20 for summer session).

Copies:     Original-Counseling Psychology Department  
                   One copy for your own records  
                   One copy to your on -site supervisor

### **2. Verification of Fieldwork Continuance**

Must be used if the student has the SAME fieldwork supervisor as in the previous semester(s). If the agency is the same, but the supervisor is different, a new Graduate Fieldwork Application must be completed.

### **3. On-Site Supervisors Fieldwork Evaluation**

Must be filled out by the on-site supervisor at the end of each semester of fieldwork. This form is sent out each semester from the Department office to the supervisor.

**4. *Fieldwork Placement Evaluation by Student***

Fill out and submit this form at the end of the last semester of each fieldwork placement.

**5. *File Checklist for Fieldwork Experience***

## ***Summary of Board of Behavioral Sciences (BBS) Forms***

Forms available at [www.bbs.ca.gov](http://www.bbs.ca.gov) or in the Department of Counseling Psychology office. E-mail: [BBSWebMaster@bbs.ca.gov](mailto:BBSWebMaster@bbs.ca.gov)

### **1. Responsibility Statement for a Supervisor**

Must be signed by the on-site supervisor from each fieldwork placement prior to the commencement of any supervision.

### **2. Weekly Summary of Hours of Experience**

This log form must be filled out by students and signed by the on-site supervisor. It may be required by the BBS.

### **3. Marriage and Family Therapist Experience Verification Form**

Upon completion of supervised experience at each fieldwork placement, the supervisor completes this form. After completion, this form must be submitted with the application to take the MFT licensure exams.

**Always keep a copy of everything for your own files!**

## ***General Master's Concentration***

After successfully completing 12 units in the Department of Counseling Psychology, which include the 2 unit course CP 5217 Professional Ethics and Law, a student may apply to do fieldwork as a volunteer.

For those students in the General Master's Degree concentration they must be enrolled in the General Master's Proficiency Seminar course (CP 5995) in order to count their hours.

The Counseling Psychology department requirements for graduation are as follows:

- Complete a minimum of 500 hours, a minimum of 300 hours needs to be face to face counseling or supervision
- A maximum of 100 hours in any one of the following categories can be counted:
  - Telemedicine
  - Client Centered Advocacy
  - Report writing, progress or process notes
  - Seminars and workshops
  - Personal psychotherapy
  - Volunteer Teaching, training, and presentations

A minimum of one hour of supervision with the approved on-site supervisor or a two hour approved group supervision session. The maximum number of direct supervision session weekly is three. Fieldwork placements usually require from fifteen to twenty hours per week. A very important consideration in choosing a fieldwork placement is the amount of supervision and training that the volunteer will be receiving. It is highly recommended that the volunteers review any of the evaluations completed by other Dominican students who have been placed at the fieldwork site being considered. These evaluations, along with descriptive information regarding the fieldwork sites, can be found in the Department of Counseling Psychology fieldwork database. It is also highly recommended that the volunteer meet with the individual who would be providing the direct supervision before he or she makes a commitment to a fieldwork placement. Commonly, interviewing for fieldwork placements takes place in the spring for positions which begin the following fall. For that process, an updated resume is required. Career and Internship Services at Dominican has been very supportive in assisting students to prepare their resumes and cover letters. It is also required that the supervisor have the appropriate license/licenses, and experience and training directly related to the selected fieldwork site and the student's chosen area of interest or specialization.

## ***Summary of Department Fieldwork Placement Forms for General Master's Degree Concentration***

### **1. GMPP Fieldwork Placement Application**

Must be filled out by the student volunteer and the on-site fieldwork supervisor before enrolling in the GMPP seminar (Applications are due on July 15 for fall semester, December 10 for spring semester and April 20 for summer semester).

### **2. Verification of Fieldwork Continuance for GMPP**

Must be used if the student has the SAME supervisor as in the previous semester(s). If the agency is the same, but the supervisor is different, a new General Master's Proficiency Project Contract must be completed.

### **3. On-Site Supervisor's Fieldwork Evaluation for GMPP**

Must be filled out by your on-site supervisor at the end of each semester in which you did fieldwork. This form is sent out each semester from the Department office to your supervisor.

### **4. Fieldwork Placement Evaluation by Student for GMPP**

Fill out and submit this form at the end of each semester of fieldwork placement.

### **5. Weekly Summary of Hours of Experience**

This log form must be filled out weekly by you and signed weekly by your on-site supervisor.

# ***Clinical Case Proficiency Review (CCPR)***

## ***Purpose***

The purpose of the CCPR is to provide an opportunity for students to integrate, apply and demonstrate their knowledge through the presentation of a written case study and an oral review.

## ***Written Case Study***

The maximum length of the case study is nine double-spaced pages. In preparing this written case study, students should consult a copy of the ***Reviewer's Rating Scale*** to see the specific areas in which both the written and oral presentation will be assessed. The case presentation may involve an individual, couple or family, a child, an adolescent, an adult, a senior or a group. All case studies are submitted two weeks prior to the review and are, in turn, distributed to the faculty/alumni teams that will be doing the oral review. Refer to the Department calendar for specific dates. Students must submit three copies to the department office.

## ***Oral Review***

The oral review will last approximately 45 minutes during which time the students will be asked to speak to their written case study and other issues related to assessing the areas listed on the ***Reviewer's Rating Scale***.

## ***Procedure***

One faculty member and one licensed MFT alumnus of the Dominican University Department of Counseling Psychology will comprise the team which assesses each student during the oral review. The Department will select these reviewers for each student. The faculty member will then present the team's assessment of the student's written and oral responses to the faculty as a whole. The faculty as a body will then discuss and evaluate each student's written and oral presentation. The oral review will be tape-recorded and this tape may be used, when needed, to help the faculty, to review the performance of specific students. All students will be provided with feedback from the faculty as a whole by the faculty member who administered their CCPR. If students do not pass the CCPR, they will be given specific feedback, consultation, and support to help them successfully pass the CCPR. Students will be able to retake the CCPR up to two times.

# General Master's Proficiency Project (GMPP)

## Purpose

The purpose of the GMPP is to provide an opportunity for those students who wish to obtain a General Master's in Counseling Psychology to integrate, apply and demonstrate their knowledge through the development of a Master's Project pertaining to a special field of interest within Counseling Psychology.

## Project

The project may comprise research, experience, design, service learning or other contributions to the field of Counseling Psychology which can be documented or presented. In preparing this project, students should consult a copy of the **Possible Questions and Outline for the General Master's Proficiency Project** to see the specific areas in which the project may be assessed. All project proposals receive initial approval by the GMPP Advisor and are thereafter presented in progress to the GMPP Seminar. A final presentation of the project is made to an appropriate academic or community group or instructor during the semester of planned graduation. Projects must be submitted or presented by the due date for on the department calendar in order to be evaluated by faculty in time for graduation.

## Procedure

Once a fieldwork placement is secured and a **GMPP Graduate Fieldwork Application for Volunteers** is submitted and approved the student may register for the GMPP Seminar (CP 5995). A **General Master's Proficiency Project Contract** is filled out by the student and the GMPP Advisor during the student's first GMPP Seminar class. This contract, signed by the Department Chair and the GMPP Advisor, helps divide the GMPP into four presentations given in the GMPP Seminar (two each semester). A GMPP Seminar course that comprises 3 units each semester for a total of 6 units, secures project development consultation with the GMPP Advisor. Evaluation of the final project presentation will be referred to the GMPP Advisor who will then present the assessment to the faculty as a whole. The faculty as a body will then discuss and evaluate the project. All students will be provided with feedback from the faculty as a whole by the GMPP Advisor. Graduation is contingent upon successful project completion and approval.

## *Course Description*

### **CP 5200 Introduction to Counseling: Client-Centered and Crisis Intervention Techniques (3 units)**

Study of client-centered and crisis intervention theory and the grief cycle; skill practice in empathic understanding, unconditional positive regard, genuine and congruent interaction and 3 hours of crisis counseling techniques applied to children, adolescents, adults, seniors, couples, and families. Included will be: the study of styles of verbal and nonverbal human communication; human diversity which includes: cultural competency and sensitivity; socio-economic diversity and its effects on treatment and available resources; information processing theory; an introduction to the field of counseling; recovery oriented care; resilience; the Mental Health Services Act; and selected counseling approaches meeting consumer and family member needs. The latest literature regarding evidenced-based therapies will be reviewed.

### **CP 5203 Advanced Counseling Techniques: Behavioral and Cognitive Behavioral (3units)**

Theory and skill practice in evidenced-based and collaborative treatment in behavioral and cognitive behavioral counseling, case management and consultation techniques with children, adolescents, adults, seniors, couples and families from diverse cultural and socio-economic groups. In order to help clients achieve healthy functioning and resilience, students will learn to apply specific behavioral and cognitive behavioral interventions, including treatment plans, to a variety of DSM IV diagnoses and situations such as parenting, school related issues, behavioral addiction and disaster and trauma response. Professional and ethical issues will be explored related to the utilization of these techniques. Students will develop two written case presentations, one behavioral and one cognitive behavioral applied to diverse populations and will write on a behavioral/cognitive behavioral topic of interest.

### **CP5204 Advanced Counseling Techniques: Groups (3 units)**

Theoretical and practical approaches to working with groups. Topics include: setting goals and objectives, group observation and assessment skills, leadership styles, process techniques, developmental stages, cultural and socio-economic diversity, social stress, and termination. Present-centered skills promote a balance of structure and process that facilitates insight, compassion, integrity, and flexibility. Recovery oriented applications are made to psychotherapy groups, support groups, organizational development, schools, managed care, in-patient hospitalization, community mental health, and social services.

### **CP 5205 Advanced Counseling Techniques: Assessment and Treatment of Children and Adolescents (3 units)**

Evaluation and treatment of children in diverse cultural and socio-economic groups, including the study of disorders first diagnosed in infancy, childhood and adolescence. Special attention will be paid to referral questions, case management in collaboration with family members, schools, and community agencies. Training in social skills will address social stress and encourage resilience. Theoretical orientations include recovery oriented, brief and long-term models, psychodynamic, expressive arts, play therapy, sand tray, behavioral, and cognitive behavioral. Families and community members utilizing mental health services will share their experiences.

**CP 5207 Advanced Counseling Techniques: Psychodynamic (3 units)**

Recent developments in psychodynamic theory and technique, including Object Relations, Self-Psychology, Control Mastery, Intersubjective, Relational and Masterson theories. Students develop the ability to think psychodynamically, work with transference and counter transference and to utilize relevant, supportive and long-term techniques with adolescents, adults and seniors by integrating theory, self- understanding and case examples from clinical practice. Pre-requisite: CP 5231 Phases of Human Development or consent of instructor.

**CP 5208 Advanced Counseling Techniques: Brief and Strategic Therapies (3 units)**

Presentation and practice of brief and strategic psychotherapy models and disaster and trauma response for use within a managed care organization, community or clinical setting. Models include evidence-based, Solution-Focused, Narrative, and I.D.E. approaches applied to consumers and their families, diverse cultural and socio-economic groups, and HMOs. In order to further resilience, health and healthy functioning, issues addressed include behavioral addiction, co-occurring mental health and substance abuse disorders, personality disorders, psychosexual dysfunction, and other DSM IV categories as appropriate. Guest speakers present applications of Brief and Strategic therapy to diverse communities and cultures such as military bases, hospital wards, recovery centers, and prisons.

**CP 5209 Advanced Counseling Techniques: Client Advocacy and Collaborative Care (3 units)**

Students will learn the basic techniques of brokerage and clinical case management and how to apply these skills when working with adults, youth, and families. Specific case management, engagement, and treatment approaches for addressing the needs of “complicated” consumers with severe, persistent mental illness, trauma histories, and co-occurring mental health and substance abuse disorders will also be addressed. Additionally, students will learn how to engage in collaborative treatment with various systems of care, including, but not limited to: community behavioral health; alcohol and drug service providers; human service agencies; law enforcement/criminal justice; primary care; and academic/vocational services. Throughout the course, essential issues regarding resilience, illness prevention, health promotion, human diversity, and legal/ethical concerns will be highlighted and discussed.

**CP 5214 Domestic Violence: Assessment, Reporting and Treatment (1 unit)**

The study of spousal or partner abuse assessment, detection, and intervention strategies, including knowledge of community resources, cultural and human diversity factors, and same gender abuse dynamics. Specific interventions and assessment strategies will be presented.

**CP 5215 Child Abuse: Assessment, Reporting and Treatment (1 unit)**

Overview of identification, assessment, and reporting of child abuse and neglect. This course will include discussion of initial response and ongoing treatment for children, adolescents and adult survivors including available community resources. There will be a speaker from Marin County Child Protective Services. Course meets BBS requirement for training in child abuse and neglect for marriage and family therapists.

**CP 5216 Alcohol and Substance Abuse (2 units)**

An integrative biopsychosocial model for the etiology, assessment and treatment of substance abuse. Topics include: commonly abused substances and trends in drug use; medical aspects of drug use; harm reduction; relapse prevention; legal issues; the relationship of social stress to drug use; co-occurring mental health and substance abuse disorders; and the effect of substance use on the individual, family, and community members. Best practice for evaluation and treatment are studied as applied to diverse cultural and socio-economic groups with an emphasis on at risk populations. In order to further health, healthy functioning and resilience, common resources available for treating alcohol and drug abuse will include speakers from community agencies and consumers of mental health services.

**CP 5217 Professional Ethics and Law (2 units)**

Review and analysis of statutory and regulatory licensing law and licensing process relating to the practice of psychotherapy. Differences in legal and ethical standards for different types of work settings will be explored. Topics include: psychotherapist-patient privilege; confidentiality; exceptions to confidentiality; duty to warn; family law and child therapy; assessment; detection and intervention with dangerousness and suicide; HIPAA; dual relationships; advertising; scope of practice; elder and dependent abuse reporting; child abuse reporting; online therapy; insurance reimbursement; termination of therapy; standards of care; therapist disclosure to patients; and record keeping. A variety of ethical issues and ethical dilemmas are examined by using hypothetical situations and recent court cases.

**CP 5218 Geriatrics and Long-term Care (1 unit)**

Overview of psychological, biological, social, and interpersonal issues during older adulthood. Topics include: biopsychosocial assessment of functioning and psychopathology in the elderly; therapeutic issues; treatment modalities and interventions; caregiving and long-term care and reporting elder abuse. Course meets BBS requirement for training in aging and long-term care for marriage and family therapists.

**CP 5219 Human Diversity (2 units)**

Exploration of issues of human diversity. Topics include: human diversity as it relates to socio-economics; social stress and society; culture; ethnicity; age and development; gender and sexuality; spirituality; DSM diagnoses; and other cultural competencies, sensitivities, mores, values and linguistic differences. There will be special focus on the implications of human diversity issues on therapeutic and interpersonal relationships. Utilization of appropriate community resources will be addressed. Students will meet consumers and providers of mental health services will address current issues.

**CP 5221 Psychological Assessment (3 units)**

Study of psychometric concepts and theories of assessment. Topics include: cultural and experiential factors intersecting assessment; how assessment is related to treatment planning and outcome evaluation; professional and ethical standards; and various projective and objective instruments. Included are the WAIS-R, the MMPI-II., Dissociative Experiences Scale, RATC, Beck Depression Inventory, Rorschach, TAT, and various other tests. Interviewing techniques will include: Mental Status Exam; child and family evaluation; and evaluation of social stress, suicide, and homicide. Emphasis will be placed on evidence-based and best practices as applied to the following diagnostic categories:

organic brain disorders; thought disorders; mood disorders; adjustment disorders; anxiety disorders; and personality disorders.

**CP 5222 Research in Human Systems and Treatment Outcome (2 units)**

Understanding philosophical, epistemological as well as methodological components necessary to conduct research and study of treatment outcomes. Topics will include: ethical issues; subject selection; types of appropriate research design; and data analysis. Students evaluate research articles and formulate a research proposal in an area of their interest in counseling.

**CP 5224 Psychopharmacology (2 units)**

Study of the range of current psychopharmacological interventions and collaborative treatment as applied to co-occurring mental health and substance abuse disorders, the severely mentally ill, and other DSM IV diagnostic categories. The following medications are studied: anti-depressants; anti-anxiety; mood stabilizers; and anti- psychotics. Neurobiological mechanisms of mental disorders and behavioral addiction are reviewed in terms of current research. An extensive explanation of the process of sleep and sleep disorders is also covered. Interaction of psychopharmacological and psychotherapeutic interventions is discussed, including medication response and side effects.

**CP 5231 Phases of Human Development (3 units)**

Overview of psychological, biological, social, and cognitive concepts of development as applied to the entire lifespan from pre and peri-natal to death and dying. Research findings related to the understanding of human behavior within the context of cultural and socio-economic status will be discussed and interpreted through the perspectives of a number of developmental theorists. These findings will include health issues and counseling strategies involving geriatrics and long term care with diverse populations.

**CP 5237 Psychopathology (3 units)**

Study of diagnostic categories to prepare students to diagnose, communicate about, and study individuals from diverse cultural and socio-economic communities to develop cultural competency and sensitivity. Topics include: organic brain disorders; thought disorders; mood disorders; adjustment disorders; anxiety disorders; stress; behavioral addiction; the severely mentally ill; and psychosexual dysfunction. The DSM- IV TR multi-axial system will be presented. Discussion is to include how culture, family patterns, and socio-economic status affect perceptions and experiences of psychopathology. Films and vignettes will be used to aid in diagnosis.

**CP 5245 Clinical Aspects of Human Sexuality (1 unit)**

Examines diverse views on contemporary issues regarding human sexuality and gender identity. Various physiological, psychological, and socio-cultural perspectives will be highlighted. Study of assessment and treatment of sexual dysfunction includes a review of contemporary best practice and evidence-based counseling approaches.

**CP 5246 Advanced Counseling Techniques: Family Therapy (3 units)**

Understanding of systems concepts and terminology. There will be presentation of evidence-informed principles and their applications with diverse socio-economic populations and cultures. Students will formulate treatment plans applying these theories utilizing a strengths-based approach to written

vignettes and will practice family therapy techniques during role plays. Topics include: families as systems; family assessment; blended families; parenting, and step-parenting; families of the severely mentally ill; socially and economically disadvantaged families; divorcing families; and how to help families become resilient. Speakers from a variety of populations will address their experiences with community resources.

**CP 5247 Advanced Counseling Techniques: Couple Therapy (3 units)**

Presentation of various theories of brief and long-term couples therapy and their application to consumers from a variety of diverse cultural and socio-economic groups. Students will formulate treatment plans applying these theories to written vignettes and will practice couple therapy techniques during role plays. Topics include: current couple research; the effects of social stress; stages of development; effect of childbirth on couple dynamics; de-escalation of conflict; differentiation; belief systems; attachment theory and its integration with systems; acceptance and change strategies and alcohol abuse.

**CP 5294 Fieldwork in Counseling (3 units) Four seminars are required for the MFT concentration (a total of 12 units)**

Application, development and refinement of assessment, counseling, consultation, collaboration and case management skills and client-centered advocacy in approved fieldwork sites. Seminar includes consultation and training in the applied use of evidence-based theory to working with children, adolescents, adults, couples, and families from culturally and socio-economically diverse populations. Documentation skills and resource utilization will be emphasized. The mode of instruction is designed to foster integrity, sensitivity, flexibility, insight, compassion, and personal presence. Students will develop written case studies which include: assessment including mental status exam; family history; previous treatment history; medical history; case conceptualization; differential diagnosis; treatment planning; progress notes documenting the course of treatment; legal and ethical issues; human diversity issues including linguistic differences; outcome report and prognosis; and community referrals. Supervision is provided by on-site supervisor and seminar provides group consultation and liaison between the University and on-site supervisor. Students are required to locate their own fieldwork placements and may use the internship files maintained by the Counseling Psychology Department.

**CP 5995 General Master's Proficiency Project Seminar (3 units) Two semesters are required for the General Master's Concentration**

The General Master's Proficiency Project (GMPP) provides an opportunity for those students who wish to obtain a General Master's in Counseling Psychology to integrate, apply and demonstrate their knowledge through the development of a Master's Project pertaining to a special field of interest within Counseling Psychology. The project may comprise research, experience, design, service learning or other contributions to the field of Counseling Psychology which can be documented or presented. Project proposals are approved and monitored by the GMPP Advisor and are presented in progress within the required two semesters of GMPP Seminar. A final presentation of the project is made to an appropriate academic or community group or instructor during the semester of planned graduation.

**CP 5999 Independent Study ( 1-3 units)**

Directed reading and /or independent research on topic of special interest to student and faculty member. Only 6 units may be taken through independent study.

proposals are approved and monitored by the GMPP Advisor and are presented in progress within the required two semesters of Fieldwork Seminar. A final presentation of the project is made to an appropriate academic or community group or instructor during the semester of planned graduation.

# Sample Course Sequence

## Sample Counseling Psychology Course Sequence for MFT Concentration

### YEAR ONE: Fall and Spring Semesters

Course No. & Title	Units
CP 5200 Intro/Client Centered Techniques	3
CP 5203 Behavioral/Cognitive Behav. Techniques	3
CP 5204 Group Techniques	3
CP 5208 Brief & Strategic Therapies	3
CP 5215 Child Abuse: Assmt., Reporting & Treatment	1
CP 5217 Professional Ethics and Law	2
CP 5219 Human Diversity	2
CP 5231 Phases of Human Development	3
<i>Total units</i>	20

### YEAR TWO: Fall and Spring Semesters

Course No. & Title	Units
CP 5207 Psychodynamic Techniques	3
CP 5214 Domestic Violence	1
CP 5216 Alcohol & Substance Abuse	2
CP 5221 Psychological Assessment	3
CP 5237 Psychopathology and Treatment Planning	3
CP 5294 Fieldwork in Counseling	3
CP 5294 Fieldwork in Counseling	3
<i>Total Units</i>	18

### YEAR THREE: Fall and Spring Semesters

Course No. & Title	Units
CP 5205 Assessment/Treatment of Children Techniques	3
CP 5209 Client Advocacy & Collaborative Care	3
CP 5218 Geriatrics and Long-Term Care	1
CP 5224 Psychopharmacology	2
CP 5245 Clinical Aspects of Human Sexuality	1
CP 5246 Family Therapy	3
CP 5247 Couple Therapy	3
CP 5294 Fieldwork in Counseling	3
CP 5294 Fieldwork in Counseling	3
<i>Total Units</i>	22

**Total units                      60**

This sequence of courses is a *sample schedule* based on preferences stated from the results of a survey of Dominican Counseling Psychology students and graduates. Individual schedules may differ. Students can consult with a student advisor to help in planning their schedules. An undergraduate, upper division course in Theories of Personality is a pre-requisite to the program which should be taken prior to beginning the program or within your first year of the program. It must be completed prior to advancement to Candidacy. CP 5231 Phases of Human Development is a pre-requisite for CP 5207 Psychodynamic and CP 5217 Professional Law and Ethics is a prerequisite to your first semester of CP 5294 Fieldwork in Counseling.

## ***Sample Counseling Psychology Course Sequence for General Master's***

### **YEAR ONE: Fall and Spring Semesters**

<b>Course No. &amp; Title</b>	<b>Units</b>
CP 5200      Intro/Client Centered Techniques	3
CP 5203      Behavioral/Cognitive Behav. Techniques	3
CP 5204      Group Techniques	3
CP 5208      Brief & Strategic Therapies	3
CP 5215      Child Abuse: Assmt., Reporting & Treatment	1
CP 5217      Professional Ethics & Law	2
CP 5231      Phases of Human Development	3
<b>Total Units</b>	
	<b>18</b>

### **YEAR Two: Fall and Spring Semesters**

<b>Course No. &amp; Title</b>	<b>Units</b>
CP 5207      Psychodynamic Techniques	3
CP 5214      Domestic Violence	1
CP 5216      Alcohol & Substance Abuse	2
CP 5219      Human Diversity	2
CP 5221      Psychological Assessment	3
CP 5237      Psychopathology & Treatment Planning	3
CP 5995      GMPP Seminar	3
<b>Total Units</b>	
	<b>17</b>

### **YEAR Three: Fall Semesters**

<b>Course No. &amp; Title</b>	<b>Units</b>
CP 5205      Assmt/Tx of Children Techniques	3
CP 5222      Research in Human Systems	2
CP 5995      GMPP Seminar	3
<b>Total Units</b>	
	<b>8</b>
<b>Total Units</b>	
	<b>43</b>

This sequence of courses is a *sample schedule* based on preferences stated from the results of a survey of Dominican Counseling Psychology students and graduates. Individual schedules may differ. Students can consult with a student advisor to help in planning their schedules. An undergraduate, upper division course in Theories of Personality is a pre-requisite to the program which should be taken prior to beginning the program or within your first year of the program. It must be completed prior to advancement to Candidacy. CP 5231 Phases of Human Development is a pre-requisite for CP 5207 Psychodynamic and CP 5217 Professional Law and Ethics is a prerequisite to your first semester of CP 5995 GMPP Seminar.

## *Faculty*

All Department of Counseling Psychology faculty teaching clinical courses are practicing professionals.

**Charles R. Billings, PhD, MFT, FAclnP, FAFamP, Chairperson, Department of Counseling Psychology, Professor of Psychology**

Diplomate in Clinical Psychology, 3275, American Board of Professional Psychology; Diplomate in Marital and Family Therapy, 37, American Board of Family Psychology; Diplomate in Professional Psychotherapy, 193; International Academy of Behavioral Medicine Counseling and Psychotherapy; Diplomate. 367-86. Board of Vocational Experts. Fellow of the Academy of Clinical Psychology, Fellow of the Academy of Family Psychology, Clinical member of the Academy of Psychologists in Marital, Sex and Family Therapy. Licensed Psychologist, PR004446; Educational Psychologist 14; Marriage and Family Therapist, Ma 002461; Registered Art Therapist; Credentialed School Counselor and Psychologist; Community College Chief Administrative Officer, Community College Counselor. Certified and Registered Hypnotherapist. Professor of Psychology; Chairman Department of Counseling Psychology; Director, University Counseling Services, Dominican University of California. Private Practice, Kentfield, Marin County. Areas of Specialization: Brief and Long- Term, Client-Centered, Behavioral, Cognitive-Behavioral and Transpersonal Psychotherapy with Children, Adolescents, Adults, Seniors, Couples and Families; Psychological Assessment; Biofeedback and Stress Reduction; Mediation; Clinical Training and Supervision; Test Construction; Research; Systems Theory; Administration; Organizational Development and Leadership; Coaching and Career Development; Psychological and Business Consultation; Commissioner on Examinations for Psychologist, Educational Psychologist, and Marriage and Family Therapist Licensing.

**Robin Gayle; PhD, MDiv, MFT, Director of Field Placement, Associate Professor of Psychology**

Licensed Marriage and Family Therapist, MFC 23345. Private practice, Kentfield, Marin County. Areas of specialization: Stress Reduction and Pain Management; Metaphoric Dialogue; Hypnotherapy; Brief Transition Therapy; Dual Career Marriages; Intern and Trainee Development; Mentoring; and Interpersonal Process Groups. Group leadership includes three psychotherapy groups: Transition Support Women's Group, Time-limited Solution Focused Group, and Psycho-spiritual Growth Group. Published research topics include: dual career marriages, integration of East-West psychology, and co-creating structures in groups. Current research involves developing a model for mentoring psychotherapist's development.

**Mary McDevitt, MS, MFT, Core Faculty**

Licensed Marriage and Family Therapist, MFC 25268. Private Practice, San Rafael, Marin County. Intern Supervisor at California Institute of Psychotherapy and Family Service Agency of Marin. Leader of Women's Reading Group. Areas of Specialization: Brief and Long-term Psychotherapy with Individuals and Couples; Substance Abuse, Codependency, Depression, Anxiety, Life Transitions. Control Mastery, and Psychodynamic/Cognitive Orientation.

**DeAnn Acton, MA, MFT, ATR BC, Adjunct Faculty**

Licensed Marriage and Family Therapist, MFC 41640. Board Certified Art Therapist; Adjunct Faculty Notre Dame de Namur University; Licensed Mental Health Practitioner, San Mateo County School

Based Mental Health. Areas of clinical interest and specialization: Domestic Violence; Trauma and Recovery; Women's Issues; Children with special needs; Creative Arts Therapy; Sand Tray; Narrative Therapy; and Dialectical Behavior Therapy.

**Andreas Bollinger, Ph.D., Adjunct Faculty**

Licensed Psychologist, PSY 20749. Staff Psychologist for VA Northern California Healthcare System; Private Practice and organizational/grant consultation, San Rafael; consultant and workshop training for Medication Development Division of National Institute on Drug Abuse; Co-Founder and co-Director of Boston Behavioral Treatment Training Center. Areas of specialization: Brief; Long-Term; and Client Centered Psychotherapy with Individuals and Couples; Trauma/Post Traumatic Stress Disorder; Substance Abuse; Mood Disorders; Cognitive Behavioral Treatment and Motivational Interviewing; Manualized Treatment, Treatment Outcome, Treatment Adherence; and Psychological Assessment. Author of Integrated Treatment for Addictions: Education, Motivational Enhancement, & Skills Training for Substance Dependence, National Institute on Drug Abuse, Rockville, MD. Author of Trauma Recovery Treatment: A guide for clinicians, National Center for PTSD, Boston, MA. Author of A Provider's Guide for Improving Adherence: A Brief Motivational Interviewing Model, Boston University School of Medicine, Boston, MA.

**Padma Catell, PhD, MFT, Adjunct Faculty**

Licensed Psychologist PSY 10506. Licensed Marriage and Family Therapist MFT 18243. Professor Emerita, Integral Counseling Psychology, CIIS: Adjunct Faculty in Counseling Psychology. Private Practice San Francisco and San Rafael. Area of Specialization: Psychopharmacology; Geriatric Issues; and Existential Psychotherapy. Author of Drugs and Clients: What every psychotherapist needs to know, Solarium Press.

**Kristin L. Dempsey, MS, MFT, Adjunct Faculty**

Masters of Science, Marriage and Family Counseling, San Francisco State University. Licensed Marriage and Family Therapist, MFC 33809. Adjunct Faculty, Dominican University of California. Certifications: Critical Incident Stress Management; Dialectical Behavior Therapy; Level I and Level II Eye Movement and Desensitization Reprocessing (EMDR); CAMFT Certified Clinical Supervisor; Motivational Interviewing Training for Trainers; Member: Motivational Interviewing Network of Trainers (MINT). Employment: Director, BHRS Workforce Development, San Mateo County Behavioral Health and Recovery Services; Private Practice, San Mateo and San Francisco Counties. Areas of Specialization: Chemical Dependency; Severe Mental Illness; Integrated Treatment of Co-occurring Disorders; Trauma/Abuse; Adolescent and Child Treatment; Alcohol/Drug Treatment; Foster Care and Criminal Justice Systems.

**Rocio Hernandez, MS, MFT, Adjunct Faculty**

Licensed Marriage and Family Therapist, MFC38444. Clinical Member of California Association of Marriage and Family Therapists. Certified EMDR Therapist; Adjunct Professor Dominican University of California; Faculty Gerry Grossman Seminars specializing in Law and Ethics and Human Diversity; Commissioner for Marin Children and Families Commission; Board Member, Kaiser Foundation Research Institute, Institutional Review Board; Private Practice Marin, Alameda, and Contra Costa County; Licensed Mental Health Practitioner-Bilingual, Marin County Department of Health & Human Services, Women's Health Services, Teen Clinic. Areas of Specialization: Adolescence; Youth Empowerment; Trauma and Recovery; Child Sexual Abuse; Domestic Violence; Reproductive Health; Teen Pregnancy; Child Birth Preparation; Relaxation; Brief and Long Term; Solution Focused; and Cognitive/Behavioral Therapy.

**Mary Jane Landolina, RN, MFT, Adjunct Faculty**

Licensed Marriage and Family Therapist, MFC 36500. Private Practice, Mill Valley, Marin County. MFT counselor at Tam High School and Intern supervisor for Bay Area Community Resources, San Rafael; Counselor at St. Hilary School, Tiburon. Areas of Specialization include: Adolescents and Children; Parenting; Divorce; Substance Abuse; Grief and Loss; Life Transitions; Family Systems, Cognitive/Behavioral Orientation.

**Carlos Molina, Ed.D., LMFT, Adjunct Faculty**

Licensed Marriage and Family Therapist, MFC39668; Certified in Eye Movement Desensitization Reprogramming (EMDR); member of CAMFT; private practice, San Rafael; Adjunct Faculty Professor at Argosy University, San Francisco Campus; former program director and clinical supervisor at Family Service Agency of Marin; areas of specialization: brief and long-term psychotherapy for individuals, couples, families, children and adolescents, treatment of post-traumatic stress disorder, addiction, domestic violence, play therapy, cross-cultural issues.

**Meg Patterson, MS, MFT, Adjunct Faculty**

Licensed Marriage and Family Therapist, MFC 23117. Board of Behavioral Science Continuing Education Provider #4337. Certified Clinical Supervisor by the California Association of Marriage and Family Therapists (CAMFT). EMDR Level I and II Certifications. Clinical member of the Northern California Society for Psychoanalytic Psychotherapy. Clinical member and faculty for The Psychotherapy Institute in Berkeley. Former Clinical Director at Pacific Center for Human Growth. Former individual or group Clinical Supervisor for Women Against Rape, Pacific Center, and the Community Institute for Psychotherapy. Current Private Practice, Berkeley and San Rafael. Specializing in: Depth Psychotherapy for Individuals, Couples and Groups. Supervision of registered MFT interns. Individual and group consultation for licensed therapists. Private and university-based CEU courses for mental health professionals.

**Jill Silverman, MA, MFT, Adjunct Faculty**

Marriage and Family Therapist; License No. MFC31242. Member, California Association of Marriage and Family Therapists; Member, American Society of Clinical Hypnosis; Member, Northern California Society of Psychoanalytic Psychology; Founder and Director of The Petaluma Counseling Center; Private Practice San Francisco and Petaluma; Co-Founder of The Couples Therapy Collective in San Francisco. Former Clinical Consultant for Mt. St. Joseph-St.Elizabeth in San Francisco and Intern Supervisor at The Marina Counseling Center in San Francisco. Areas of Specialization: Relational Psychoanalytic Psychotherapy, Cognitive Behavioral Therapy, Mindfulness Meditation and Buddhist Psychology, Drama Therapy, Clinical Hypnosis, Depression, Anxiety, Spiritual Emergency, Adolescents, Couples Therapy, Psychoeducational Groups.

Appendix A

**MFT EXPERIENCE CATEGORIES  
SUMMARY OF HOURS PERMITTED/REQUIRED  
For Hours Gained on or After January 1, 2010**

<b>Categories</b>	<b>Minimum/Maximum Hours</b>	<b>Changes Effective 01/01/2010</b>
<b>1. Psychotherapy with Individuals</b>	No maximum or minimum	No change
<b>2. Psychotherapy with Couples, Families and Children</b>	<ul style="list-style-type: none"> <li>• 500 hours <b>minimum</b> (no maximum)</li> <li>• Up to 150 hours of conjoint family and couples therapy are double-counted</li> </ul>	NEW: 150 hours double-counted
<b>3. Group Therapy or Counseling</b>	500 hours <b>maximum</b> (no minimum)	No change
<b>4. Telemedicine Counseling</b>	375 hours <b>maximum</b> (no minimum)	WAS: <ul style="list-style-type: none"> <li>• Telephone Counseling - 250 hours maximum</li> <li>• Telemedicine - 125 hours maximum</li> </ul>
<b>5. Psychological Testing, Report Writing &amp; Writing Notes</b>	250 hours <b>maximum</b> (no minimum)	NEW: May now be counted pre-degree
<b>6. Individual Supervision</b>	52 weekly hours <b>minimum</b> (no maximum)	No change
<b>7. Group Supervision</b>	No minimum or maximum	No change
<b>8. Workshops and Training*</b>	250 hours <b>maximum</b> (no minimum)	No change
<b>9. Personal Psychotherapy*</b>	<ul style="list-style-type: none"> <li>• 300 hours <b>maximum</b> (no minimum)</li> <li>• Up to 100 hours are triple-counted</li> </ul>	No change
<b>10. Direct Supervisor Contact Professional Enrichment Activities Client Centered Advocacy Personal Psychotherapy* Workshops &amp; Training*</b>	1,250 hours combined <b>maximum</b> (no minimum)	WAS: Direct Supervisor Contact & Professional Enrichment Activities combined maximum of 1,000 hrs. NEW: Client centered advocacy can be counted

\*Categories 8 and 9 also have a combined maximum related to Category 10

10/21/09