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## CO 655 Counseling Relations: Process And Skills

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## **CO 655 COUNSELING RELATIONS: PROCESS AND SKILLS**

Stuart L. Palmer, Psy.D., instructor

Fall 2001

Wednesday 1:00-3:45pm

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### **INTRODUCTION**

This is the basic counseling course designed to provide students with a conceptual model and the communications tools necessary to facilitate the helping relationship. The course places a great deal of emphasis on therapeutic communication skills and client reactions/behaviors within a procedural framework for bringing about movement in the counseling relationship. The focus is on helping students gain a conceptual, observational and behavioral understanding of the varied skills. Thus, actual hands-on experience from all participants is expected.

### **GOALS**

This course is designed to achieve the following student goals:

1. To acquaint students with the interpersonal skills which facilitate the counseling relationship.
2. To provide students with opportunities to practice and develop these skills in class and in outside assignments.
3. To acquaint students with the process of therapy and the skills that are necessary to each stage of the process.

### **REQUIRED READINGS**

Egan, G.(2000). The skilled helper, 7th ed., Monterey, CA: Brooks/Cole Publishing Co.

Hill, C. E., & O'Brien, K. M. (1999). Helping skills: Facilitating exploration, insight, and action.

Washington, DC: American Psychological Association.

### **REQUIREMENTS**

1. Active participation in class sessions.

2. Punctual class attendance is required since this is a laboratory learning experience. Students should only be absent in emergencies. The latter include illness, family death or similar unavoidable situations.
3. Each student will be expected to participate in a triad (i.e., a group comprised of three persons) to facilitate practicing of the skills learned in class. These groups will be expected to meet for a minimum of 12 hours during the semester. These hours are best spent on a weekly basis for approximately 70-75 minutes (1 hour and ten/fifteen minutes). This time is intended for the practice of the counseling skills. In such meetings two persons can serve as a counselor and counselee and the third person as the observer. The roles will switch throughout practice time. The observer will give feedback to the counselor by means of the Helping Skills and Client Reaction Documentation Form. An outline for 12 triad group sessions will be handed out at the beginning of the class. The practice sessions will either be drawn directly from or modified from various labs within the Hill & O'Brien text.
4. Each student will be responsible for 3 sessions with another student. The first and second sessions will be conducted live in class with a follow-up feedback session. In-class sessions will be approximately 20 minutes with 5-10 minutes of feedback. Meetings times for the other session should be arranged by the student. *Counselees do not have to use real issues. You may choose to act out a fictional situation or one with which you are familiar. The choice of issues is fully up to your discretion.*
5. Each counselor will be expected to make and critique a typescript for two sessions. Each typescript should follow the guidelines noted below:

- Identify place and time of the session.
- Provide a brief overview of the issue(s) leading up to the session.
- Select 3 two-minute excerpts from the session. Choose excerpts where there is interaction between counselor and counselee. (**Use alternate names for the counselee**).
- Accurately label the following for each exchange:

**Counselor's Intention**—The counselor should remind her/himself of their experience in session and attempt to remember intention at the time (See Appendix A: Helper Intentions Lists in Hill & O'Brien)

**Counselor's Intervention**—The counselor should label the type of helping skill used with client (See Appendix B: Helping Skills System in Hill & O'Brien)

**Client Reaction/Behavior**—The counselor should infer or interpret client’s reaction/behavior to the intervention based on verbal response and tone (See Appendices D and E: Client Reactions System and Client Behavior System in Hill & O’Brien)

**Effects of Intervention**—The counselor should rate the effectiveness of intervention based on a 1 to 3 scale (1= very ineffective, 2= moderately effective, 3= very effective. See examples of 3-points scales for each helping skill in Hill & O’Brien)

- For each excerpt, critique your performance. Were you successful? How did your response facilitate the progress of the session? What did you like about what you did? What would you do differently?
- Provide concluding remarks about your performance as counselor. What are areas for growth, etc.
- Typescripts should be a maximum of 6 pages.

*Typescripts will be graded strictly along these criteria.*

**Alternative to one of the typescripts:** *In place of one typescript, students may choose to do a counseling session observed and critiqued by a minimum of five other class members. Each observer will provide a one- page critique of the session. **The Counselor will also be expected to provide a one-page critique. It is the responsibility of the designated counselor to arrange for the time and for the minimum of five observers.***

**NOTE: Because of the nature of this exercise, sessions will need to be taped. Rules regarding confidentiality apply. (All class work should follow rules of confidentiality). Tapes should be erased as soon as they are used. The first typescript or alternative project is due on November 28th . The second typescript is due on December 10th.**

6. Students will be expected to meet with Dr. Palmer for a period of approximately 30 minutes toward the end of the semester to review their work in the class.
7. Each counselee will provide a 1-2 page reflection on their experience as clients.

## **EVALUATION**

Course grade will be determined in the following manner:

1. Quality of participation in exercises in the class setting - 20% of final grade
2. A mid-term on the course content - 30% of final grade

3. Typescript 1 or alternative - 20% of final grade
4. Typescript 2 or alternative - 20% of final grade
5. Triad work - 10% of final grade. Triad members will provide an evaluation of each other for the semester. Group member(s) with less than 12 hours of participation will be graded lower. A form will be provided toward end of semester to document evaluation.

## GRADE RANGES

A	93+	C	73
A-	90	C-	70
B+	87	D+	67
B	83	D	63
B-	80	D-	60
C+	77	F	below 60

## COURSE SCHEDULE\*

- **Week 1 – (September 5th)**

Organization of Class and Triads

Reflections on Integration of Counseling and Christian Faith: Trinitarian Thought and Personhood.

Class Purpose, Counseling Defined and Differing Emphases

Three-Stage Model of Helping—Hill & O'Brien (Process/Interpersonal Emphasis)

The Stages in the Helping Process—Egan (Content/Action Emphasis)

### READ:

**Hill & O'Brien- Chapters 1 & 2**

**Egan- Chapters 1 & 2**

- **Week 2 - (September 12th)**

Essential Components of All Three-Stages

The Process of Helping—Background Variables, Context Variables, Moment-by-Moment Interactions, Client's External World and Client-Perceived Outcome

Demonstration of Moment-by-Moment Interactional Sequence and Class Discussion

Values and Ethics in Helping

### READ:

**Hill & O'Brien- Chapters 3 & 4**  
**Egan- Chapter 3**

- **Week 3 – (September 19th)**

Basic Helping Skills in the Exploration Stage/Story Telling Phase of Counseling:

Attending and Listening—ENCOURAGES (Demonstration and Class Discussion)

Restatement (Paraphrase and/or Summarize) (Video and Practice Exercises)

Open Questions (Video and Practice Exercises)

Reflection of Feelings (Video and Practice Exercises)

Additional Skills: Information about Process, Approval and Reassurance, Closed Questions, and Self-Disclosures for Exploration

**READ:**

**Hill & O'Brien- Chapters 5 - 11**

**Egan- Chapters 4 – 7**

- **Week 4 – (September 26<sup>th</sup>)**

Helping Skills in the Insight Stage of Counseling:

Challenge (Video and Practice Exercises)

Interpretation (Video and Practice Exercises)

Self-Disclosure (Video and Practice Exercises)

Immediacy (Video and Practice Exercises)

**READ:**

**Hill & O'Brien- Chapters 12 – 17**

**Egan- Chapters 8 - 11**

- **Week 5 – (October 3rd)**

Helping Skills in the Action/Preferred Scenario & Action Strategies Stages of Counseling:

Information (Video and Practice Exercises)

Direct Guidance (Video and Practice Exercises)

Steps of the Action Stage: Explore Action, Assess what has been done before, Set specific goals, Brainstorm, Explore options, Decide of actions, Implement actions, Modify actions based on experience, Give feedback.

**READ:**

**Hill & O'Brien- Chapters 18 - 21**

**Egan- Chapters 12 - 18**

- **Week 6 – (October 10th)**

Conducting an Initial Session

Observation of an Initial Session

Reluctance and Resistance in Initial Session and Throughout Counseling Relationship

*In-class counseling Sessions*

- **Week 7 – (October 17th)**

MID-TERM EXAM (One hour and thirty minutes)

*In-class counseling Sessions*

- **Week 8 – (October 24th)**

**READ:**

**Hill & O'Brien- Chapter 22**

**Egan- Chapter 19**

*In-class counseling Sessions*

- **Week 9 – (October 31st)**

*In-class counseling Sessions*

- **Week 10 – (November 7th)**

*In-class counseling Sessions*

- **Week 11 – (November 14th)**

*In-class counseling Sessions*

- **Week 12 – (November 21st)**

**FALL READING WEEK**

- **Week 13 – (November 28th)**

Reflections on Integration of Counseling and Christian Faith: Psychological and Spiritual Aspects of Persons and Psychospiritual Care

*In-class counseling Sessions*

- **Week 14 – (December 5th)**

*In-class counseling Sessions*

- **Week 15 – (Monday, December 10, 2001 at 1-3pm)**

**Exam Week – No Final Exam in this class.**

*Possible In-class counseling Sessions*

**\*Instructor reserves the right to change this schedule of class topics and assignments any time during the semester.**