

EDP 389H Practicum in School Psychological Services
Fall 2014
Unique # 11030

Instructor and UT Supervisor: Jennifer Carter, Ph.D., LSSP

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Office hours: By appointment

All practicum meetings will be held in SZB524. Meeting schedule is at the end of this document. Class topics and schedule is subject to change based on students' needs of supervision and guest presenters' schedules.

Course Description: The three practica in the School Psychology Program are intended to provide opportunities for students to become oriented to the educational process and to apply their knowledge and skills in a field-based setting. During this semester of practicum the student will be assigned to a local school district and site supervisor. **On-campus didactic instruction and supervision is provided concurrently as a required part of the practicum experiences.** Students should refer to the **Practicum Handbook** for additional information.

Prerequisites: Successful completion of EDP 389H Practicum in School Psychological Services I or the equivalent.

COURSE REQUIREMENTS:

- **DIRECT HOURS:** As outlined in the **Practicum Handbook**, Doctoral students are expected to spend 8-10 hours a week on-site at practicum and master students are expected to spend 12-15 hours a week on-site at practicum. Practicum students will engage in a minimum of 100 hours (doctoral) or 150 hours (masters) of supervised field experience and complete all required paperwork documenting this experience. Students should plan on spending "face time" at the practicum site each week, but can also count hours not at the site that are related to practicum experience (e.g., writing a report, reading a test manual, etc.). This may be scheduled in a way that works best for the student and site supervisor. Students will complete an hours log to document their experiences.
- **JOURNAL:** Additionally, students will maintain an online **journal** of their practicum experiences, reflections, and questions that may arise as they work with students and educators in the schools. The purpose of the journal is to promote reflective thought during the practicum process and to facilitate supervision by documenting questions and concerns that arise in field placements. Journals are required and will be reviewed by the UT supervisor on a weekly basis. All information in journals will be treated as confidential. During the first class meeting, the entire class will determine if they want these journals to be private or shared with classmates.
- **WRITE-UPS REQUIRED EXPERIENCES:** Please see the Practicum Handbook for list of required experiences and use the last page of this syllabus to track your progress. Students are required to complete brief "write-ups" about each required experience. Assignments with content to cover in these write-ups can be found on CANVAS under *Assignments*. If your assigned site cannot provide you with one of these required experiences please consult instructor on a replacement assignment. It is recommended that students attend as many ARD meetings as possible during the practicum year.
- **WRITE-UPS RECOMMENDED EXPERIENCES:** Students are required to complete brief "write-ups" about three recommended experiences. Assignments with content to cover in these write-ups can be found on CANVAS under *Assignments*. It is

recommended that students get as many of these experiences as possible, but they are only required to complete Write-ups for 3.

- Turn in the following documents by September 10, 2013:
 - Student/Site Supervisor Memorandum of Agreement Form with Copy of Site Supervisor's current license
 - Updated copy of Malpractice Insurance
- Turn in the following documents by December 10, 2013:
 - Hours Log (must be signed by site supervisor)
 - Student Rating Scale (one copy completed by site supervisor and one copy completed by student)
 - All samples of work products (deidentified) – e.g., assessment reports, Functional Behavior Assessment, consultation projects

Grading:

Grades for this practicum are based on successful completion of practicum requirements and turning in required documents on-time. Grades will also reflect attendance to site and attendance to practicum seminar. Students will be evaluated by on-site supervisor at the end of each semester.

The following are examples of behavior that could result in reduction in letter grade and when necessary require the student be put on a written plan to make necessary improvements to continue in the program: poor attendance, not turning in assignments/required documents, ignoring or disregarding ethical and legal guidelines, not completing assigned tasks by site supervisor in timely manner or disregarding timelines, inappropriate or disrespectful behavior towards the site supervisor, lack of communication with site supervisor. Attendance to practicum sites should be a priority for students. Most site supervisors expect regular and consistent attendance.

Should the student fail to meet practicum requirements or demonstrate significant problems with professional behavior related to practicum, the student may be required to retake the practicum to earn course credit.

Required Text:

School Psychology Program (2013). School psychology program school-based practicum handbook. The University of Texas at Austin: Author.

Recommended Texts:

Canter, A.S., Paige, L.Z., Roth, M.D., Romero, I. & Carroll, S.A. (Eds.) (2011). Helping children at home and school III: Handouts from your school psychologist. Bethesda, MD:NASP. (*Available on CD-ROM or printed version from www.nasponline.org*).

Thomas, A., & Grimes, J. (Eds.). (2008). Best practices in school psychology-V. Bethesda, MD: National Association of School Psychologists.

Additional Information:

- ❖ Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259, <http://www.utexas.edu/diversity/ddce/ssd/>. Upon request,

according to standard policies at The University of Texas, I will provide appropriate accommodations for qualified students with disabilities.

- ❖ All students should abide by the UT Honor Code (or statement of ethics): <http://registrar.utexas.edu/catalogs/gi09-10/ch01/index.html>. “The core values of The University of Texas at Austin are learning, discovery, freedom, leadership, individual opportunity, and responsibility. Each member of the University is expected to uphold these values through integrity, honesty, trust, fairness, and respect toward peers and community.”
- ❖ By UT Austin policy, you must notify me of your pending absence at least fourteen days prior to the date of observance of a religious holy day. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.
- ❖ The following are recommendations regarding emergency evacuation from the Office of Campus Safety and Security, 512-471-5767, <http://www.utexas.edu/safety/> :
 - Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.
 - Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
 - Students requiring assistance in evacuation shall inform their instructor in writing during the first week of class.
 - In the event of an evacuation, follow the instruction of faculty or class instructors.
 - Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
 - Behavior Concerns Advice Line (BCAL): 512-232-5050
 - Link to information regarding emergency evacuation routes and emergency procedures can be found at: www.utexas.edu/emergency

Meeting Outline

DATE

TOPIC

Week 1 August 27	Practicum Requirements and Expectations
Week 2 Sept. 3	ARDs & REEDs
Week 3 Sept. 10	Writing Eligibility Reports for Schools Updates in Cross Battery
Week 4 Sept. 17	MDR/FBA
Week 5 Sept. 24	GO TO SITE
Week 6 Oct. 1	ED Evaluations
Week 7 Oct. 8	GO TO SITE
Week 8 Oct. 15	Speech Evaluations and Services
Week 9 Oct. 22	GO TO SITE
Week 10 Oct. 29	Working with Students with TBI
Week 11 Nov. 5	GO TO SITE
Week 12 Nov. 12	Graduation Plans and Transition Planning
Week 13 Nov. 19	GO TO SITE
Week 14 Nov. 26	NO CLASS – THANKSGIVING BREAK
Week 15 Dec. 3	Final Class Meeting

- Additional topics may be included or topics may be changed to reflect students' needs during the semester.

FALL PRACTICUM REQUIREMENTS

Requirement	Date Completed	Assignment Submitted	Notes
Attend IEP mtg.			
Attend RtI/Problem Solving Mtg.			
Complete 1-2 psychoeducational assessment(s)			
Complete 1 social emotional assessment			
Observe Self-contained Unit			
Observe Alternative Education Placement			
Complete Consultation Assignment			
Review Completed ARD Paperwork (elementary)			
Review Completed ARD Paperwork (MS or HS)			
Attend LSSP Staff Meeting or School Faculty Meeting			
Present evaluation results at an ARD meeting			

Recommended – Must do 3	Date Completed	Assignment Submitted	Notes
Attend Manifestation Determination meeting			
Attend Transition ARD Meeting			
Prepare REED paperwork			
Review Early Childhood or Low Incidence Evaluation/ARD Paperwork			
Observe/Assist Autism Evaluation			
Observe/Assist Early Childhood Screenings			
Observe group or individual counseling			
Observe Crisis Intervention			