

**Course Evaluation Measures Menu**

**Course number: HMS 225**

**Course title: Interviewing and Counseling Skills**

**Campus location(s): Georgetown, Dover, Wilmington**

**Effective Semester: 202051**

**Core Course Performance Objectives:**

1. Explain the characteristics, issues, and tasks associated with stages of the helping process: engagement, problem identification, biopsychosocial information gathering, assessment, service planning, implementation, evaluation, and termination. (CCC 1, 2, 3, 4, 6; PGC 1, 2, 3, 4, 5, 6, 7)

2. Demonstrate interviewing, counseling, and helping skills, including responses and leads such as restatement, reflection, explanation, interpretation, and types of questions. (CCC 1, 2, 3, 4; PGC 2, 3, 4, 5, 6, 7)

3. Employ counseling skills to conduct a therapeutic interview, assessing client needs and strengths. (CCC 1, 2, 4; PGC 2, 3, 4, 5, 7)

4. Formulate a written service plan to meet identified client needs. (CCC 1, 2, 4; PGC 1, 2, 3, 4, 5)

5. Assess the strengths and weaknesses of the client’s counseling intervention, and develop a plan for improvement. (CCC 2; PGC 2, 3, 4, 5, 7)

6. Describe the elements and parameters of confidentiality and informed consent. (CCC 2, 4; PGC 2, 4, 5)

7. Explain appropriate record-keeping and documentation guidelines, practices, and common requirements. (CCC 1, 2, 4; PGC 1, 2, 3, 4)

8. Express sensitivity to and respect for human diversity in the helping process, including the impact of race, ethnicity, class, culture, gender, sexual orientation, religion, physical or mental disability, national origin, and the experience of social injustice. (CCC 2, 3, 4; PGC 2, 3, 4, 5)

9. Explain the use of the professional self, including the disciplined use of self and its necessity for effective professional relationships. (CCC 2, 3, 4; PGC 2, 3, 4, 5, 6, 7)

10. Apply the values, principles, and standards of the human services professional code of ethics. (CCC 1, 2, 3, 4; PGC 2, 3, 4, 5)

**Summative Evaluations**

*Please note: All courses must have a* ***minimum******of four*** *summative evaluation measures, and those measures should include a variety evaluation methods (e.g., test, oral presentation, group project).* ***Please list all summative evaluation measures.*** *In addition to these summative measures, a variety of formative exercises/quizzes/other assignments should be used to guide instruction and learning* *but do not need to be included on this template.*

*For each measure, please include a scope of the assignment: for example, if requiring a research paper, include the range of required number of words and numbers and types of sources; for a test, include the types and numbers of questions; for a presentation, include the minimum and maximum time, and so on.*

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| **Evaluation Measures:** Include each agreed upon measure and scope of that measure (see above). | **Which CCPO(s) does this evaluation measure?**  |
| **Exams 1 - 2****Format for exams: 25 – 30 Multiple Choice, 4 – 5 Short Answer/Essay** | **1-10** |
| **Capstone Tape/Project** | **1-10** |

**FINAL COURSE GRADE**

(Calculated using the following weighted average)

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| **Evaluation Measure** | **Percentage of final grade** |
| Exams (Summative) (Equally Weighted) | 20% |
| Capstone Tape/Project (Summative) | 60% |
| Formative (Role play, class participation activities, homework, quizzes) | 20% |
| TOTAL | 100% |

 (Electronic Signature Permitted)

**Submitted by (Collegewide Lead):** \_\_\_\_Kim Paoli\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_5-31-18\_\_\_\_\_\_\_\_\_\_

**[x]  Approved by counterparts**  Date \_\_5-30-18\_\_\_\_\_\_\_\_

**[ ]  Reviewed by Curriculum Committee**  Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_