



HAWAII SCHOOL OF PROFESSIONAL PSYCHOLOGY  
AT CHAMINADE UNIVERSITY OF HONOLULU

### Course Syllabus

[Chaminade University Honolulu](https://www.chaminade.edu)

3140 Wai'ālae Avenue - Honolulu, HI 96816

[www.chaminade.edu](https://www.chaminade.edu)

**Course Number:** PP8310

**Course Title:** Advanced Practicum and Seminar I

**Department Name:** Hawai'i School of Professional Psychology

**College/School/Division Name:** School of Education and Behavioral Sciences

**Term:** Fall 2025

**Course Credits:** 1.5

**Class Meeting Days:** Wednesdays

**Class Meeting Hours:** 4:15PM – 5:35PM

**Class Location:** Behavioral Science 102

**Instructor Name:** Jeffrey D. Stern, PhD

**Email:** jeffrey.stern@chaminade.edu

**Phone:** 808.739.7429

**Office Location:** Behavioral Sciences 109

**Office Hours:** Mondays & Thursdays 2:00 – 4:30pm, or by appointment

### University Course Catalog Description and Overview

This supervised field practicum provides the opportunity for students to gain additional experience beyond the required practicum. In addition to the required hours working at the assigned training site, students enrolled in a practicum meet regularly with a faculty member for additional supervision and consultation.

### Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

- Education for formation in faith
- Provide an integral, quality education
- Educate in family spirit
- Educate for service, justice and peace
- Educate for adaptation and change

### Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'ēau (Hawai'ian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'ēau 364) May I live by God

2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957) Acquire skill and make it deep
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school

### **Program Learning Outcomes: HSPP Aims and Competencies**

The Hawai'i School of Professional Psychology at Chaminade University of Honolulu's clinical psychology doctoral program's aim is to educate and train students employing a practitioner-scholar model so that they will be able to function effectively as clinical psychologists. To ensure that students are adequately prepared, the curriculum is designed to provide for the meaningful integration of psychological science, theory, and clinical practice. The clinical psychology program at the Hawai'i School of Professional Psychology is designed to emphasize the development of knowledge, skills, and attitudes essential in the training of health service psychologists who are committed to the ethical provision of quality, evidence based services to diverse populations and who are able to apply multiple theoretical perspectives to clinical issues.

The Hawai'i School of Professional Psychology at Chaminade University of Honolulu's clinical psychology doctoral program subscribes to the American Psychological Association (APA) Standards of Accreditation. As such, students are expected to establish an identity in and orientation to health service psychology by acquiring the necessary discipline-specific knowledge and profession-wide competencies. Upon completion of the PSYD degree in clinical psychology, students will be able to:

1. Apply ethical and legal standards relevant to the practice of clinical psychology, including professional ethics that guide professional behavior.
2. Apply professional communication and interpersonal skills, to include the utilization of clear, informed, and well-integrated communication, as well as effective interpersonal skills across settings.
3. Apply professional values and attitudes across settings, including self-reflective practice and openness to supervision and feedback.
4. Apply awareness of individual and cultural diversity, including knowledge of theoretical models and diversity research that serve to guide the application of diversity competence.
5. Articulate and integrate the history and systems of psychology as well as the basic areas in scientific psychology, including affective, biological, cognitive, developmental, psychopharmacological, and sociocultural aspects of behavior.
6. Conduct science in psychology, applying psychometrics, statistical analyses, and quantitative and qualitative research methods.
7. Competently perform psychological assessments, including the ability to administer, interpret, integrate, and convey results of psychological tests.
8. Competently perform clinical interventions, including case formulation, theoretical conceptualization, developing and applying evidence-based treatment plans, and evaluating treatment effectiveness in work with clients.
9. Apply knowledge of consultation models and practices, including interprofessional and interdisciplinary skills in consultative services.
10. Articulate supervision models and practices, including areas of ethics and potential conflicts.
11. Apply the Marianist values, through acts of community service, justice, and peace.

## Course Learning Outcomes

1. Students will apply advanced clinical integration skills (i.e., formulating and developing a case conceptualization and treatment plans, integration of assessment data). (Competency 7 & 8)
2. Students will exemplify a refined understanding and application of theory and practice with diverse populations. (Competency 4)
3. Students will express a refined understanding of ethical-legal issues in clinical practice. (Competency 1)
4. Students will display an advanced ability to self-reflect, think critically, communicate their ideas and use feedback from both peers and supervisors. (Competency 2 & 3)
5. Students will appraise peer application of clinical skills and display competency in peer consultation skills. (Competency 9)

## Required Learning Materials

### Required Textbooks

- William, C. (2023). *Brick by brick: Becoming a clinical psychologist*. Formation Publishing.
- Williams-Nickelson, C., Prinstein M. J., & Keilin, W. G., (2019). *Internships in psychology: The APAGS workbook for writing successful applications and finding the right fit (4<sup>th</sup> ed.)*. American Psychological Association.

### Required Readings

- American Psychological Association (2016). Strategies for private practitioners coping with subpoenas or compelled testimony for client/patient records or test data or test materials. *Professional Psychology: Research and Practice*, 47(1), 1-11.
- Doorn, K. A., Bekes, V., Stukenberg, K. W., & Roberts, K. E. (2024). Therapists' views and recommendations on the ins and outs of practicing teletherapy. *Counseling Psychology Quarterly*, 37(3), 398-418. <https://doi.org/10.1080/09515070.2023.2227133>
- Gazzillo, F., Dimaggio, G., & Curtis, J. T. (2021). Case formulation and treatment planning: How to take care of relationship and symptoms together. *Journal of Psychotherapy Integration*, 31(2), 115-128.
- Henriques, G. & Gralha, M. (2024). The common core of psychotherapy: Bridging common factors with unification to frame the center of the field. *Journal of Psychotherapy Integration*, 34(3), 219-245. <https://doi.org/10.1037/int0000345>
- Hill, C. E. & Norcross, J. C. (2023). Skills and methods that work in psychotherapy: Observations and conclusions from the special issue. *Psychotherapy, Advance Online Publication*. <https://dx.doi.org/10.1037/pst0000487>
- Laver, J., McAleavey, A. A., Valaker, I., Frammarsvik, K., & Moltu, C. (2024). Psychotherapists' outcome expectations: How are they established? *Journal of Counseling Psychology*. <https://dx.doi.org/10.1037/cou0000748>
- Liao, T., Quinlan, E., & Mohi, S. (2022). Factors influencing the theoretical orientations of early career psychologists, *Clinical Psychologist*. Retrieved from: <https://doi.org/10.1080/13284207.2021.2022434>
- Rico, Y. & Bunge, E.L. (2020). Stress and burnout in psychology doctoral students. *Psychology Health & Medicine*. Retrieved from <https://doi.org/10.1080/13548506.2020.1842471>
- Shapiro, J. L. (2023). Existential psychotherapy in a deep cultural context: The case of Keo. *Pragmatic Case Studies in Psychotherapy*. 19(1), 1-32.
- Teismann, T., Britton, P. C., & Forkmann, T. (2024). Ambivalence model of suicidality [ABS-model]: an orientation model for the treatment of suicidal individuals. *Frontiers in Psychiatry*. 15:1449565. doi: 10.3389/fpsyt.2024.1449565

*HSPP Materials (available on program shared drive):*

Hawai'i School of Professional Psychology at Chaminade University of Honolulu: Clinical Training Manual

#### *Required Training Hour Tracking Subscription*

Students enrolled in practicum and internship are required to maintain an account with Time2Track (<https://time2track.com>), selecting an individual subscription that fits their needs and budget. This tracking subscription allows students to accurately account for their training hours, easily obtain approval signatures, and easily generate summary reports. Maintaining this account through licensure is essential for accurate and credible training records.

### **Course Requirements**

**Course Requirements in Relation to Credit Hours.** This is a 1.5-credit hour course requiring 68 clock hours of student engagement, per the official CUH Credit Hour Policy. Students enrolled in this doctoral-level course are anticipated to spend a minimum of 20 hours in class. As this is a clinical training course requiring community training hours, the additional hours outside of classes are anticipated to equal 8-20 hours per week on clinical training tasks (including supervision, report writing, treatment preparation, etc.) and additional hours for course readings, class preparation, and future assignments (e.g., presentations, projects, and reports).

**Practicum Site Commitment:** The number of hours the student spends at the training site per week must average at least 10 hours per week, depending on the needs of the training site. Students must commit to satisfactorily meeting the assessment/therapeutic requirements for their training sites through May 1<sup>st</sup> of the academic year. Students who fail to meet this commitment will not be given credit for the course (and in some cases be required to take an additional elective course).

**Attendance and Participation (15%):** Regular attendance and active participation in seminar class discussions and role-plays are required. Therefore, students are expected to attend every class, arrive on time, complete all assigned readings, actively participate in class discussions, complete all in-class assignments, and behave appropriately and professionally at all times. Failure to meet these expectations will result in an individual meeting with the instructor, and if severe or chronic will result in a meeting with the student's academic advisor for remediation. Late or absent students are responsible for missed material, and more than two unexcused absences will require additional work and may result in loss of credit for the course.

**Peer Consultation (20%):** Each student will be evaluated in terms of their receptivity, support, and constructive feedback to peers. Students are expected to come to class prepared to present a case, ask for consultative feedback, and/or offer feedback on cases presented. Consultation skills include asking follow-up questions of case presenters tied to a primary or branching question, offering suggestions in terms of additional assessment and/or treatment options and considerations, and may also include professional/practice-related questions (e.g., systemic considerations, private practice forms, the business of psychology, collaborating with colleagues).

**Mock Interview (20%):** As part of your professional preparation, you will complete a video-recorded virtual mock interview with the instructor. This required assignment is designed to help you develop confidence, clarity, and professionalism in interview settings that are encountered for diagnostic, intervention, and pre-doctoral internship placements. The student will be asked to articulate their clinical understanding, discuss relevant experiences, and respond to questions that assess their

critical thinking and applied knowledge. The focus will be on effective communication of ideas, demonstration of interview preparedness, and presentation as a professional candidate.

**Clinical Case Presentation (45%):** Each student will present a case from their practicum site, similar to the CCE presentations. Presentation PowerPoint provides sufficient background information, symptom description, differential diagnostic considerations, case conceptualization, treatment formulation, and treatment plan (problem, goals, intervention to address goals) that is grounded in the student's theoretical orientation of choice.

### Grading

Project/Assignment	Point Value
Attendance and Participation	15
Peer Consultation	20
Mock Interview	20
Clinical Case Presentation	45
<b>Total</b>	100

### Grading Scale

Grade point equivalents (and grading scale values) are presented below. Final scores > .5 will be rounded up.

<b>CR/PR</b> (Credit/Progressing)	100 - 80
<b>NC</b> (No Credit)	79 and below

### Instructional Contact and Credit Hours

The unit of semester credit is defined as university-level credit that is awarded for the completion of coursework. One credit hour reflects the amount of work represented in the intended learning outcomes and verified by evidence of student achievement for those learning outcomes. Each credit hour earned at Chaminade University should result in a minimum of 45 hours of engagement, regardless of varying credits, duration, modality, or degree level. This equates to one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester. Terms that have alternative lengths, such as 10-week terms, should have an equivalent amount of faculty instruction and out-of-class student work to meet each credit hour. Direct instructor engagement and out-of-class work result in total student engagement time of 45 hours for one credit. The number of engagement hours may be higher, as needed to meet specific learning outcomes. The minimum 45 hours of engagement per credit hour can be satisfied in fully online, internship, or other specialized courses through several means, including (a) regular online instruction or interaction with the faculty member and fellow students and (b) academic engagement through extensive reading, research, online discussion, online quizzes or exams; instruction, collaborative group work, internships, laboratory work, practica, studio work, and preparation of papers, presentations, or other forms of assessment. This policy is in accordance with federal regulations and regional accrediting agencies.

### Course Policies

**Instructor and Student Communication:** Questions for this course can be emailed to the instructor. Online, in-person, and phone conferences can be arranged. Response time is up to 2 days.

**Cell phones, tablets, and laptops:** Out of consideration for your classmates, please set your cell phone to silent mode during class. Students are encouraged to bring laptops or tablets to class as the instructor will assign online activities and readings that will require the use of a laptop or tablet. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and respect your classmates and instructor.

***Student with Disabilities Statement:***

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008). Students are responsible for contacting Kōkua 'Ike Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to review them. Appropriate paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kōkua 'Ike via email at [ada@chaminade.edu](mailto:ada@chaminade.edu) each semester if changes or notifications are needed.

***Kōkua 'Ike: Tutoring & Learning Services***

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua 'Ike's website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at [tutoring@chaminade.edu](mailto:tutoring@chaminade.edu) or 808-739-8305.

***Title IX and Nondiscrimination Statement:***

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator.

***Nondiscrimination Policy & Notice of Nondiscrimination:***

Chaminade University of Honolulu does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. Inquiries about Title IX may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found at the Chaminade University Title IX Office Contact Information and Confidential Resources website. On-campus Confidential Resources may also be found here at CAMPUS CONFIDENTIAL RESOURCES. The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/>. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the Campus Incident Report form. Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates. The NOTICE of NONDISCRIMINATION can be found here: Notice of Nondiscrimination.

***CUH Alert Emergency Notification:***

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will

receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

***Assessment for Student Work:***

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

***Attendance Policy:*** Students are expected to attend regularly all courses for which they are registered. Student should notify their instructors when illness or other extenuating circumstances prevent them from attending class, and they should arrange to obtain missed information and complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade.

Students may be automatically withdrawn from the class or receive a failing grade if there are three or more absences in a 16-week term or two absences in a row in a 16-week term. With the condensed nature of the 8-week terms, missing class one day (e.g., 6-hours of class) would be equivalent to two absences in a 16-week term.

Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes. Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review options. Anyone who stops attending a course without an official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

***Professionalism with Class Topics and Discussions:***

It is anticipated that in the course of students' graduate education in clinical psychology, they will have emotional reactions to class topics and discussions. Recognizing, understanding, and managing one's internal states is an integral part of one's professional responsibility. In the event that affective reactions become overwhelming, students are expected to manage their reactivity as they would as a practicing professional, subsequently discussing it with professors/supervisors and seeking informal and/or formal support. Similarly, it is the student's responsibility to notify the professor of potential issues, so they can address them (e.g., using the correct pronouns, pronouncing names/words correctly, awareness of triggering content). Self-disclosure is considered voluntary and at the discretion of the student. Additionally, it is expected that peers be mindful and respectful of disclosures of others, keeping shared information confidential.

***Academic Honesty:***

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated. Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism, in addition to more obvious dishonesty. Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of Academic Division and may include an "F" grade for the

work in question, an “F” grade for the course, suspension, or dismissal from the University. For the most up to date information, please refer to the Academic Honesty Policy on the Chaminade University Catalog website.

Unless expressed in writing via a university accommodation, all course information, content, and materials in any medium (including but not limited to notes, slides, recordings, electronic files, and verbal discussions and presentations) are prohibited from being intentionally or unintentionally shared (or allowed to be accessed), distributed, published, uploaded, or reproduced in any form, as they are reserved for the private use by the student registered for the course. Any audio and/or visual recordings (including pictures) are prohibited unless prior written permission from the instructor is granted, and permission is limited to individual and temporary use (i.e., recordings are not to be shared/reproduced, recordings must be deleted at the end of the term).

Unless otherwise instructed, all course submissions should follow the Publication Manual of the American Psychological Association, 7th Edition format. The faculty at the Hawai’i School of Professional Psychology at Chaminade University of Honolulu is dedicated to providing a learning environment that supports scholarly and ethical writing, free from academic dishonesty and plagiarism. This includes the proper and appropriate referencing of all sources. Your course assignments may be submitted to an online authenticity resource (e.g., Turnitin), which helps students and instructors detect potential cases of academic dishonesty.

Similarly, the program needs to evaluate a student’s *competency* in all academic and practice areas (including writing skills and critical thinking). Therefore, using artificial intelligence (AI) and automated writing tools is *not permitted* for program submissions and will be considered academic dishonesty.

**Technology:** A laptop with the following technology may be required in order to complete courses in the Clinical Psychology program: at least Windows 10 (for PCs), at least Mac OS X 10.5.8 (for Macs); a current antivirus program; the current Microsoft Office (PowerPoint and Word) and Adobe Acrobat; a standard web browser; and an internet or broadband connection with speed and connectivity to support internet searches and video conferencing. Most courses are paperless, but a printer/scanner may also be required.

#### Schedule:

Week	Date	Topics	Readings	Assignments Due
1	8/27	Advanced Practicum Introductions Enhancing Skills for Internship	Syllabus HSPP – CT Manual: Advanced Practicum Williams (2023) – Part I	
2	9/3	Internship Application Workshop in Brogan 101	Williams-Nickelson et al. (2019) – Ch.1 & 2	
3	9/10	Check-in, scheduling of case presentations, and Review of Clinical Case Presentation	CCP Rubric Williams-Nickelson et al. (2019) – Ch. 3 & 4	
4	9/17	Check in and Review of Diagnostic and Treatment Formulation <b>Sign up for Mock Interviews</b>	Williams (2023) – Part II Liao et al. (2022)	



5	9/24	Peer consultation	Hill et al. (2023) Williams (2023) – Part III	
6	10/1	Peer consultation	Gazzillo et al. (2021)	
7	10/8	Peer consultation	Williams (2023) – Part IV Williams-Nickelson et al. (2019) – Ch. 5	<b>CCP report 1</b>
8	10/15	Peer consultation – <b>CCP 1</b>	Rico & Bunge (2020) Williams (2023) – Part V	<b>CCP report 2</b>
9	10/22	Peer consultation – <b>CCP 2</b>	Williams-Nickelson et al. (2019) – Ch. 6 & 7	
10	10/29	Internship Interview Preparation	APA (2016) Williams (2023) – Part VI	<b>CCP report- 3</b>
11	11/5	Peer consultation – <b>CCP 3</b>	Shapiro (2023) Williams (2023) – Part VII	<b>CCP report-4</b>
12	11/12	Peer consultation – <b>CCP 4</b>	Laver et al. (2024) Doorn et al. (2024)	<b>CCP report- 5</b>
13	11/19	Peer consultation – <b>CCP 5</b>	Teismann et al. (2024) Williams (2023) – Part VIII	
14	11/26	<b>Individual Check Ins</b>	Williams (2023) – Part IX	
15	12/3	Moving Clinical Performance to the Next Level	Henriques & Gralha (2024) Williams (2023) – Part X	
16	12/10	Pau Hana/Wrap Up		