

PSYCHOLOGY 461 (A01)
FIELD PLACEMENT IN PSYCHOLOGY
Session: Fall 2016/Spring 2017

Time:	Monday 4:30 to 6 pm (see timetable below)	
Room:	Classroom subject to change / Cornett A 128	
Instructor:	Dr. JLBain	Office: Cornett A 213
Office Hours:	by appointment (and after class time)	Phone: 472-4491 Email: jlbain@uvic.ca

There is no textbook for this course.

Course Description

The World Health Organization defines disabilities as an umbrella term, covering impairments, activity limitations, and participation restrictions. An impairment is a problem in body function or structure; an activity limitation is a difficulty encountered by an individual in executing a task or action; while a participation restriction is a problem experienced by an individual in involvement in life situations. Thus disability is a complex phenomenon, reflecting an interaction between features of a person's body and features of the society in which he or she lives. This course provides an opportunity for firsthand experience with individuals who are challenged by physical, cognitive, emotional, and/or psychological difficulties. Successful completion of the course requires 65 hours, spread over at least four months, of participation in a field placement with a community agency, class attendance, and preparation of assignments pertaining to the field placement.

Each student is responsible for finding an appropriate placement from the many settings in Victoria. The contact experience **MUST** involve the student in **DIRECT CONTACT (e.g., face-to-face or on the telephone)** with individuals who are currently receiving assistance from an agency, organization, or business for difficulties involving their psychological adjustment or functioning, or are challenged by physical, cognitive, emotional, or psychological difficulties. Students are also expected to attend all class meetings. Students must be in contact with at least 3 volunteer/service agencies before choosing their final placement.

Each student is responsible for checking their registration status before the end of the add period. Course adds will not be addressed after the add deadline.

Pre- or corequisites

Prerequisites for this course are PSYCH 300A and 365; and 366 or 338; or permission of the department. Corequisites are PSYCH 300B or permission of the department. Students who remain in this course who do not have these prerequisites do so at their own peril and are not exempt from having to complete the prerequisite courses if required for the degree program. Students are responsible for checking their registration status before the end of the add period. Students will not be added after this deadline.

Evaluation and Grading Policy

Students will be graded on their performance on examinations, assignments, and a project.

Grades for this course are COM (complete), N (incomplete), F (failure).

COM: all assignments are complete, hours are complete, placement supervisor indicates no significant ethical violations or concerns

N: not all assignments are complete, not all hours are complete, ethical concerns have been raised

F: serious ethical violations and incomplete assignments and hours

Assignments will be outlined in class but include creation of a placement contract, self-reflections, peer support, as well as in-class discussion topics. Exercise #1 has been attached as an example of an in-class assignment. Other topics will include ethics, diversity, the role of touch in soothing and behaviour change.

Class Timetable (subject to change as needed)

Date	Class number	Class Meeting
12 September	1	Introduction to course / guest speakers from VIHA
19 September	2	Class presentations of possible sites for volunteer placement
26 September	3	No class
3 October		Placements in place
10 October	4	No class
17 October		Ethics, confidentiality, safety
24 October	5	No class
31 October	6	Class exercise
7 November		No class
14 November	7	Update of placement
21 November	8	Altering goals for the new year / mid-term summary
28 November		No formal class – able to meet with instructor
9 January		No class
16 January	9	Class exercise
23 January		No class
30 January	10	Class exercise
6 February		Class exercise
13 February	11	No class – BC Family Day / Reading Break
20 February		Class exercise
27 February	12	No class
6 March		Class exercise
13 March	13	Saying good-bye to clients
20 March		No class
27 March	14	Class exercise
3 April	15	COURSE ENDS

Exercise #1:

List the key factors important for you in selecting a practicum placement.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

How do you think each of the following view an intern/practicum student?

1. Supervisors
2. Administrators
3. Clients/students

Present your hopes and concerns regarding meeting the following people.

1. Clients/students
2. Administrators
3. Supervisors

UNIVERSITY OF VICTORIA
Department of Psychology

Important Course Policy Information
Winter 2016-2017

Prerequisites

Students who remain in courses for which they do not have the prerequisites do so at their own risk. Students who complete courses without prerequisites ARE NOT exempt from having to complete the prerequisite course(s) if such courses are required for the degree program.

Program Requirements

For more information see pages 383-386 of the UVic Calendar 2016-17.

Registration Status

Students are responsible for verifying their registration status. Registration status may be verified using My Page, View Schedule. Course adds and drops will not be processed after the deadlines set out in the current UVic Calendar.

Commitment to Inclusivity and Diversity

The University of Victoria is committed to promoting, providing and protecting a positive and supportive and safe learning and working environment for all its members.

In the Event of Illness, Accident or Family Affliction (See UVic Calendar, 2016-17, p. 59-60)

- ***What to do if you miss an exam other than one scheduled during the formal examination period***

Do not apply at Records Services for a "Request for Academic Concession". Instead submit documentation of the illness, accident or family affliction directly to your course instructor (or designated teaching assistant).

- ***What to do if you miss an exam scheduled during the formal exam period***

Apply at Records Services for a "Request for Academic Concession", normally within 10 working days of the end of the formal examination period. Records Services will forward the form to the instructor. If the concession is granted the instructor will determine how to deal with the situation (for example, a deferred exam). Where a concession is not applied for or where such application is denied, an N grade will be entered on the student's academic record.

OR, you can download the Request for Academic Concession form here:

<http://www.uvic.ca/registrar/assets/docs/record-forms/rac.pdf>

- ***What to do if you require additional time to complete course requirements***

Apply at Records Services for a "Request for Academic Concession", normally within 10 working days of the end of the formal examination period. Records Services will forward the form to the instructor. If the concession is granted the instructor will determine how to deal with the situation. Where a concession is not applied for or where such application is denied, an N grade will be entered on the student's academic record.

OR, you can download the Request for Academic Concession form here:

<http://www.uvic.ca/registrar/assets/docs/record-forms/rac.pdf>

Policy on Academic Integrity including Plagiarism and Cheating

The Department of Psychology fully endorses and intends to enforce rigorously the Senate Policy on Academic integrity (<http://web.uvic.ca/calendar2016-09/undergrad/info/regulations/academic-integrity.html> , p. 55-58, UVic Calendar 2016-17). It is of utmost importance that students who do their work honestly be protected from those who do not. Because this policy is in place to ensure that students carry out and benefit from the learning activities assigned in each course, it is expected that students will cooperate in its implementation.

The offences defined by the policy can be summarized briefly as follows:

1. **Plagiarism.** You must make sure that the work you submit is your work and not someone else's. There are proper procedures for citing the works of others. The student is responsible for being aware of and using these procedures.
2. **Multiple Submission.** Only under exceptional circumstances may a work submitted to fulfill an academic requirement be used to satisfy another similar requirement. The student is responsible for clarifying this with the instructor(s) involved.
3. **Falsifying Materials Subject to Academic Evaluation.** This includes falsification of data, use of commercially prepared essays, using information from the Internet without proper citation, citing sources from which material is not actually obtained, etc.
4. **Cheating on Assignments, Tests, and Examinations.** You may not copy the work of others in or out of class; you may not give your work to others for the purpose of copying; you may not use unauthorized material or equipment during examinations or tests; and you may not impersonate or allow yourself to be impersonated by another at an examination. The Department of Psychology has a policy of not making old examinations available for study purposes. Therefore, use of old exams without the express written permission of the instructor constitutes cheating by the user, and abetting of cheating by the person who provided the exam.
5. **Being an Accessory to Offences.** This means that helping another student to cheat (for instance, by showing or communicating to them answers to an assignment, or by allowing them to view answers on an exam) is an academic offence.

Instructors are expected to make every effort to prevent cheating and plagiarism. This may include the assignment of seating for examinations, asking students to move during examinations, requests to see student identification cards, and other measures as appropriate. Instructors also have available to them a variety of tools and procedures to check for Internet and electronic media-based cheating. In instances of suspected or actual plagiarism or cheating, instructors, following prescribed procedures, are authorized to take steps consistent with the degree of the offence. These measures will range from a zero on the test or assignment or a failing grade for the course, probation within a program to temporary or even permanent suspension from the University.

Rights of Appeal are described in the Policy on Academic Integrity in the University calendar (on p. 55-58 in 2016-17).

The definitive source for information on Academic Integrity is the University Calendar (p. 55-58 in 2016-17) (<http://web.uvic.ca/calendar2016-09/undergrad/info/regulations/academic-integrity.html>)

Other useful resources on Plagiarism and Cheating include:

1. The Learning Skills program: <http://www.coun.uvic.ca/learning/index.html>
2. The Ombudsperson's office: <http://www.uvss.uvic.ca/ombudsperson/pubsguides/plagiarism.pdf>