PSYCHOLOGY 461 (A01)
FIELD PLACEMENT IN PSYCHOLOGY
Session: Fall 2019/Spring 2020

Time: Monday 8:30 to 9:50 am (see timetable below)
Room: Cornett A228
Instructor: Dr. JLBain
Office Hours: by appointment (and after class time)
Office: Cornett A 213
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 exercises 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; and fourth year standing. Pre- or Corequisite is PSYCH 300B. 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)

<table>
<thead>
<tr>
<th>Date</th>
<th>Class number</th>
<th>Class Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 September</td>
<td>1</td>
<td>Introduction to course</td>
</tr>
<tr>
<td>16 September</td>
<td>2</td>
<td>Class presentations of possible sites for volunteer placement</td>
</tr>
<tr>
<td>23 September</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>30 September</td>
<td>3</td>
<td>Class exercise</td>
</tr>
<tr>
<td>7 October</td>
<td>4</td>
<td>Ethics, confidentiality, safety</td>
</tr>
<tr>
<td>14 October</td>
<td></td>
<td>No class - Thanksgiving</td>
</tr>
<tr>
<td>21 October</td>
<td>5</td>
<td>Class exercise</td>
</tr>
<tr>
<td>28 October</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>4 November</td>
<td>6</td>
<td>Class Exercise</td>
</tr>
<tr>
<td>11 November</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>18 November</td>
<td>7</td>
<td>Class exercise</td>
</tr>
<tr>
<td>25 November</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>2 December</td>
<td>8</td>
<td>Altering goals for the new year / mid-term summary</td>
</tr>
<tr>
<td>13 January</td>
<td>9</td>
<td>Class exercise – RESUME FOR THE TERM</td>
</tr>
<tr>
<td>20 January</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>27 January</td>
<td>10</td>
<td>Class exercise</td>
</tr>
<tr>
<td>3 February</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>10 February</td>
<td>11</td>
<td>Class exercise</td>
</tr>
<tr>
<td>17 February</td>
<td></td>
<td>No class Reading Break</td>
</tr>
<tr>
<td>24 February</td>
<td>12</td>
<td>Class exercise</td>
</tr>
<tr>
<td>2 March</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>9 March</td>
<td>13</td>
<td>Saying good-bye to clients</td>
</tr>
<tr>
<td>16 March</td>
<td></td>
<td>No class</td>
</tr>
<tr>
<td>23 March</td>
<td>14</td>
<td>Wrap Up and Student Presentations</td>
</tr>
<tr>
<td>30 March</td>
<td>15</td>
<td>Final Class</td>
</tr>
</tbody>
</table>
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

Present your hopes and concerns regarding meeting the following people.

1. Clients
2. Administrators
3. Supervisors
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 309-312 of the UVic Calendar September 2019.

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, September 2019, p. 49-51)

- What to do if you miss the final exam scheduled during the last day of classes

Apply at Records Services for a “Request for Academic Concession”, normally within 10 working days of the date of the exam. 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 miss an exam other than one scheduled during the last day of classes

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 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 course. 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
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 [https://web.uvic.ca/calendar2019-09/pdfs/undergraduate-201909_Part4.pdf](https://web.uvic.ca/calendar2019-09/pdfs/undergraduate-201909_Part4.pdf), (p.45-47, UVic Calendar September 2019). 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. **Unauthorized Use of an Editor.** The use of an editor is prohibited unless the instructor grants explicit written authorization.

3. **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.

4. **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.

5. **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.

6. **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. 46 in September 2019).


Other useful resources on Plagiarism and Cheating include:

1. The Study Solutions Office: [https://www.uvic.ca/services/counselling/success/study/index.php](https://www.uvic.ca/services/counselling/success/study/index.php)
2. The Ombudsperson’s office: [https://uvicombudsperson.ca/tips/plagiarism/](https://uvicombudsperson.ca/tips/plagiarism/)
   The Office of the Ombudsperson is an independent and impartial resource to assist with the fair resolution of student issues. A confidential consultation can help you understand your rights and responsibilities. The Ombudsperson can also clarify information, help navigate procedures, assist with problem-solving, facilitate communication, provide feedback on an appeal, investigate and make recommendations. Phone: 250-721-8357; Email: ombuddy@uvic.ca; Web: uvicombudsperson.ca.
BE WELL

A note to remind you to take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. All of us benefit from support during times of struggle. You are not alone.

Social Life, Friends, & Community at UVic:
Having a social network is an extremely important foundation for positive mental health. There are lots of benefits to joining clubs, course unions, intramurals and teams on campus.  
https://www.uvic.ca/mentalhealth/undergraduate/connecting/index.php

Counselling Services:
Counselling Services can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students.  www.uvic.ca/services/counselling/

Health Services:
University Health Services (UHS) provides a full service primary health clinic for students, and coordinates healthy student and campus initiatives.  
www.uvic.ca/services/health/

Centre for Accessible Learning:
The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations www.uvic.ca/services/cal/. The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course.

Elders' Voices:
The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.  
www.uvic.ca/services/indigenous/students/programming/elders/

Mental Health Supports and Services:
Mental health supports and services are available to students from all areas of the UVic community:  www.uvic.ca/mentalhealth/undergraduate/
Sexualized Violence Prevention and Response at UVic

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting www.uvic.ca/svp. If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Sexualized violence resource office in EQHR, Sedgewick C119

Phone: 250.721.8021

Email: svpcoordinator@uvic.ca

Web: www.uvic.ca/svp