

# The University of Oklahoma

## College of Continuing Education

### Advanced Programs – Course Syllabus

**Course Title:**

Chemical Dependency

**Course Number:**

HR 5413-104

**Course Description:**

This is a practice course that deals with the pharmacology and dynamics of chemical dependency, including alcohol and other substances of abuse. Treatment guidelines, social issues, and workplace programs are explored. In order to increase understanding of the bio-psycho-social model of addiction, attention is given to the various drugs of abuse and the physical, psychological, and social effects/consequences of abuse. Assessment and intervention strategies will be discussed. The perspectives of psychoanalytic, family systems, conditioning, cognitive, and social learning theories will be studied. Focus will be placed upon special issues of practical concern to the human relations professional in various settings. The course format will include lecture, class discussions, brief educational film clips, oral presentations (singularly or in a panel), and work on a group project.

**Class Dates, Location and Hours:**

Dates: August 4 – 6 & 11 – 13, 2017

Location: OCCE, Norman, Oklahoma. Classes are held at the Thurman White Forum Building of OCCE, 1704 Asp Avenue.

Hours: Friday 5:30-9:30 p.m.; Saturday 8:30 a.m.-4:30 p.m.; Sunday 1:00-5:00 p.m.

Last day to enroll or drop without penalty: July 6, 2017

**Site Director:**

Email: [apnorman@ou.edu](mailto:apnorman@ou.edu). Phone: 405-325-3333.

**Professor Contact Information:**

Course Professor: Elizabeth Hooks, MA, LADC.

Mailing Address: Department of Human Relations

University of Oklahoma

PHSC, Room 728

Norman, OK 73019

Telephone Number: (405) 325-1756 (O)

(405) 325-1745 (H)

Email Address: [ehooks@ou.edu](mailto:ehooks@ou.edu)

Professor availability: The professor will be available via email to students before and after the class sessions. On-site office hours are half an hour before and after each class session, by appointment.

**Textbook(s) and Instructional Materials:**

Student materials are available at the OU Follett Bookstore located at 1185 Asp Avenue; Norman, OK, and can be ordered online, by phone, by email, or by fax. Ordering online at <http://www.bkstr.com/oklahomastore/home> is strongly recommended – students can track the status of their order within 48 hours. If an order has not been shipped within three days, students can contact the Follett textbook manager by phone (405) 325-3511, (800) 522-0772 (toll-free) or email [0831mgr@fheg.follett.com](mailto:0831mgr@fheg.follett.com). Phone orders (ask for the textbook manager and identify yourself as an Advanced Programs student) can be placed 8 a.m. to 6 p.m. Monday through Thursday; 8 a.m. to 5 p.m. on Friday; 10 a.m. to 4p.m. on Saturday (CST). Summer hours: 9 a.m. to 5 p.m. Monday through Friday (CST). Fax orders can be placed 24 hours a day at (405) 325-7770. Text prices are available online.

1. Lewis, J.A., Dana, R.Q., & Blevins, G.A. (2014). *Substance abuse counseling* (5<sup>th</sup> ed.). Mason, OH: Cengage. ISBN 9781285454375.
2. Gorski, T.T. (1991). *Understanding the Twelve Steps: An interpretation and guide for recovering people*. New York: Touchstone. ISBN 9780671765583.

**Note:** Follett is the Advanced Programs contractual textbook provider. Should text changes become necessary after publication of the course syllabus, Advanced Programs will facilitate text returns/refunds only for texts purchased through Follett.

**Course Objectives:**

Upon completion of the course, students should:

1. understand fundamental concepts and models of chemical dependency and substance abuse;
2. recognize drugs of abuse, including drug effects, from a bio-psychosocial perspective;
3. develop fundamental knowledge of assessments, leading to individualized treatment planning;
4. understand and apply counseling concepts, with emphasis on motivational interviewing and readiness to change;
5. recognize components of treatment of chemical dependency counseling;
6. understand essential concepts of family and group treatment; and
7. recognize certain features of special populations of chemically dependent persons.

**Course Outline**

Day	Class Focus	Class Activities	Assigned Reading
1	Intro. to Substance Abuse Counseling	Open-book Quiz	Chapter 1- Substance Abuse Counseling
2	Drugs and Their Effects	Video-Pleasure Unwoven- Small Group Discussion- Philosophy of Addiction Open-book Quiz	Chapter 2- Substance Abuse Counseling
3	Initial Interview, Assessment, Treatment Planning	Role-play of initial Interview Handouts on Assessment: ASI/TASI Patient Placement Open-book Quiz Group Discussion: Developing a Treatment Plan	Chapter 4- Substance Abuse Counseling
4	Helping Clients Change Motivational Interviewing and Readiness to Change	Video Resources Role-playing of Motivational Interviewing Group Discussion: Counseling Styles and Approaches	Chapter 5, Chapter 3- Substance Abuse Counseling
5	Working with Families Group Work Ethical Issues for Substance Abuse Counselors	Handouts on Family Dynamics and Co-dependency: Role-play with Family Sculpting Group Counseling: Do's and Don'ts Brief Strategic Group Therapy Open-book Quiz	Chapter 6 -8 Substance Abuse Counseling
6	Developmental Model of Recovery Relapse Prevention Co-occurring Disorders Community Resources	Handouts Twelve Step groups & other community resources: Developing a Discharge Plan	Chapter 7 Maintaining Change Understanding the Twelve Steps

## **Assignments, Grading, and Due Dates:**

### **Readings**

Students should familiarize themselves with the assigned texts prior to the first class.

### **Attendance and Participation**

Students should attend class sessions and participate appropriately. Promptness is expected, with reasonable understanding for duties and personal circumstances. Computer use in the classroom should be devoted to class and subject-related focus.

### **In-class Discussion and Role Play**

Role plays of an initial assessment interview and of a counseling session using motivational interviewing techniques will be provided. The information obtained in the initial assessment interview will be utilized to develop a treatment plan, to illustrate the treatment planning process. Students will be encouraged to participate in other role-playing to demonstrate an intervention, a family counseling session, and a supervisor's counseling session, as experiential learning.

### **Quizzes**

Several in-class quizzes will be used to focus attention. These will be graded and returned the following day after each class. The class will also break up into discussion groups, with assigned topics, then report to the general class on the content of their discussion.

### **Initial Paper-Due Day 1**

Students will complete a paper on (1) how has substance abuse affected your life (indirectly or directly) (2) what previous knowledge you have about substance abuse (3) what biases do you have about substance abuse. The selection of the paper topic does not require professor's approval. The paper should be 7-10 pages in length, double-spaced, using approximately 5 sources. Use 10-12 font: subheadings are encouraged. Special paper and binding are discouraged. Students should use APA format (1 inch margins). The paper will be graded on readability, documentation of sources, organization, and thesis development. The 90 points of the initial paper will be allocated as follows: readability (25 points), documentation (25 points), organization (20 points), and thesis development (20 points).

When transmitting papers via email attachment, please include "OU Initial Paper" in the subject line. Papers should arrive no later than Day 1 of class.

### **Final Paper**

Students will complete a final paper on a relevant topic in substance abuse. The selection of the paper topic does not require professor's approval. The paper should be 12-14 pages in length, double-spaced, using approximately 12 sources. Use 10-12 font: subheadings are encouraged. Special paper and binding are discouraged. Students should use APA format (1 inch margins). The paper will be graded on readability, documentation of sources, organization, and thesis development. The 90 points of the final paper will be allocated as follows: readability (25 points), documentation (25 points), organization (20 points), and thesis development (20 points).

A bonus of 5 points will be awarded for submission of a draft of the final paper by the second day of class. This draft will be corrected-edited by the professor during the week and returned to the student, with comments and suggested revisions. Students may also arrange an informal conference with the professor during the week of class, to discuss the paper topic, format, and other issues regarding the paper. Additional requirements for the paper will be discussed during class.

When transmitting papers via email attachment, please include "OU Final Paper" in the subject line. Papers should arrive at the professor's office 15 days after the end of class, **August 28, 2017**.

### **Grading:**

This is a letter-graded course: A, B, C, D, or F.

<b>Assignment</b>	<b>Due Date</b>	<b>Points</b>
Class Attendance & Participation	During Class	40 points
Initial Paper	First day of class	90 Points
Quizzes (10 points each)	First, Second, Third, & Fifth Days	40 points
In-class Discussions	During class, as arranged	40 points
Final Paper	15 days after class, <b>August 28, 2017</b>	90 points
Total	N/A	300 points

**Notice:** Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

## **POLICIES AND NOTICES**

### **Attendance/Grade Policy**

Attendance and participation in interaction, individual assignments, group exercises, simulations, role playing, etc. are valuable aspects of any course because much of the learning comes from discussions in class with other students. It is expected that you attend all classes and be on time except for excused emergencies.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended make the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

### **Academic Integrity and Student Conduct**

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc...in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc...; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at [http://integrity.ou.edu/students\\_guide.html](http://integrity.ou.edu/students_guide.html)

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at <http://studentconduct.ou.edu/>

### **Accommodation Statement**

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

### **Adjustment for Pregnancy/Childbirth-Related Issues**

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see <http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html>.

## **Title IX Resources**

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at [smo@ou.edu](mailto:smo@ou.edu) or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at <http://www.ou.edu/content/eoo.html>

## **Course Policies**

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course. Advanced Programs does not provide duplicating services or office supplies.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: <http://www.goou.ou.edu/>

## **INSTRUCTOR VITA**

**Elizabeth Hooks, MA, LADC.**

### **Education**

- 2001 Langston University, Langston, OK, Sociology
- 2003 University of Phoenix, Oklahoma City, OK, Organizational Management

### **Current Positions**

- Associate Professor of Human Relations, University of Oklahoma, Norman, OK
- Executive Director, Unified Dimensions, LLC

### **Frequently Taught Advanced Programs Courses**

HR 5413 Chemical Dependency

### **Major Areas of Teaching and Research Interest**

- Clinical Practice
- Ethics
- Cultural Competency

### **Representative Honors and Awards Received**

- Who's Who in American Colleges and Universities
- President's and Dean's Honor Roll (Langston 1997-2001)