



**COURSE SYLLABUS:  
PSY 538 Ethics in Clinical Practice  
Spring 2024 Web-Based  
01/29/24-5/10/24**

**INSTRUCTOR INFORMATION**

**Instructor:** Dr. April Haas, Ph.D., BCBA-D, LBA-TX

**Office Location:** Virtual

**Office Hours:** By appointment

**University Email Address:** [april.haas@tamuc.edu](mailto:april.haas@tamuc.edu)

**Preferred Form of Communication:** Email is always the best way to reach me

**Communication Response Time:** 24 hours, **with the exception of weekends** and holidays, in which case communication will occur the next day the university is open.

**COURSE INFORMATION**

**NO LATE WORK ACCEPTED POLICY**

Please note there is a NO LATE WORK ACCEPTED policy in this course unless the instructor makes an exception which is usually limited to extreme exigencies and exceptions are very rare.

***Textbook(s) Required: None***

*Readings will be assigned from URLS and PDFS and identified in the Course Outline/Schedule*

***COURSE DESCRIPTION***

The course will provide a review of the basics of ethical philosophy and the current code of ethics of the Texas Behavioral Health Executive Council, which governs the licensing of psychologists and Licensed Psychological Associates in the State of Texas, with emphasis on clinical practice. It will also provide a review of necessary ethical and legal practices for practicing psychology while minimizing risk to clients and developing and maintain the professional integrity of the psychologist and psychological associate. Prerequisites: Admission to the applied psychology program.

## ***STUDENT LEARNING OUTCOMES***

1. Learn the Rules of Practice from the Texas Administrative Code
2. Apply Ethical decision-making in practice.
3. Identify reporting requirements under Texas Law.
4. Learn Licensing requirements.

## **COURSE REQUIREMENTS**

### ***Minimal Technical Skills Needed***

Students will the ability to use word processing programs and internet-based learning management software to complete course successfully.

### ***Instructional Methods***

A variety of teaching strategies will be used to help students become familiar with the Texas Administrative Code, Licensing requirements of the Texas Behavioral Health Executive Council, which governs the licensing of psychologists and Licensed Psychological Associates in the State of Texas, and the laws which cover reporting, working with minors, and other relevant provisions including relevant laws of the Texas Health and Human Services. These strategies include:

1. Instructor class presentations
2. In class discussions
3. In class examinations
4. In class assignments
5. Small Group applied and active learning

### ***Student Responsibilities or Tips for Success in the Course***

1. Attend all classes.
2. Read the assigned readings carefully and thoroughly.
3. Schedule and plan due dates for all assignments.
4. Complete assignments thoroughly and on time.
5. Take notes and use them to create review outlines.
6. Actively participate in class discussions and small groups.
7. Ask for assistance if you cannot self-facilitate an answer.

## **GRADING**

Final grades in this course will be based on the following scale:

- A = 100-90
- B = 89-80
- C = 79-70
- D = 69-60
- F = > 59

***Self-Reflection and Application Papers (Total 90%; 15% each, 6 total)***

For each Self-Reflection and Application paper, you will write 5-10 pages, double-spaced in APA format with a cover page and references page (do not count towards the page count) a summary of key points from the ethical rules in the Handbook, how you will apply them in practice as a licensed professional, and any concerns or proactive measures you will implement to guard against violations of any of the rules. Please integrate other sources, in addition, to the Handbook, as you deem appropriate to your paper. Your assignments will be due by 11:59 pm on each Sunday.

***Discussion (10%)***

There is one discussion worth 10% of your final grade. You will post a discussion interacting with the discussion question and the course materials and then post two replies according to the requirements of the discussion question.

Week	Topic	Read	Group Project	Quizzes/Exams
Week 1 (1/29-2/4)	Introduction to Syllabus and Course Requirements Texas Behavioral Health Council Licenses	<a href="https://www.bhec.texas.gov/wp-content/uploads/2023/11/2023-November-PSY.pdf">https://www.bhec.texas.gov/wp-content/uploads/2023/11/2023-November-PSY.pdf</a>		
Week 2 (2/5-2/11)	Texas Behavioral Health Council Licenses	Pages 25-38 of Handbook		License Discussion
Week 3 (2/12-2/18)	Licenses Duties and Responsibilities	Pages 39-52 of Handbook		Reflection and Application Paper 1
Week 4 (2/19-2/25)	Complaints and Enforcement	Pages 53-79 of Handbook		
Week 5 (2/26-3/3)	Rules of Practice	Pages 108-119 of Handbook		Reflection and Application Paper 2
Week 6 (3/4-3/10)	Rules of Practice	Pages 120-126 of Handbook		

Week 7 (3/11-3/17)	<b>Spring Break</b>			
Week 8 (3/18-3/24)	Rules of Practice	Pages 127-139 of Handbook		Reflection and Application Paper 3
Week 9 (3/25-3/31)	Rules of Practice	Pages 140-142 of Handbook		
Week 10 (4/1-4/7)	Texas Health and Safety Code	Pages 147-148 of Handbook		Reflection and Application Paper 4
Week 11 (4/8-4/14)	Texas Health and Safety Code	Pages 150-153 of Handbook		
Week 12 (4/15-4/21)	Texas Family Code Chapter 32	<a href="https://statutes.capitol.texas.gov/Docs/FA/html/FA.32.htm">https://statutes.capitol.texas.gov/Docs/FA/html/FA.32.htm</a>		Reflection and Application Paper 5
Week 13 (4/22-28)	Texas Family Code Chapter 153	<a href="https://statutes.capitol.texas.gov/Docs/FA/html/FA.153.htm">https://statutes.capitol.texas.gov/Docs/FA/html/FA.153.htm</a>		
Week 14 (4/29-5/5)	Texas Family Code Chapter 261	<a href="https://statutes.capitol.texas.gov/Docs/FA/html/FA.261.htm">https://statutes.capitol.texas.gov/Docs/FA/html/FA.261.htm</a>		Reflection and Application Paper 6
Week 15 (5/6-5/10)	Texas Human Resources Code Chapter 48	<a href="https://statutes.capitol.texas.gov/Docs/HR/html/HR.48.htm">https://statutes.capitol.texas.gov/Docs/HR/html/HR.48.htm</a>		

## COMMUNICATION AND SUPPORT

I prefer that you contact me via e-mail. I will respond within 24 hours, with the exception of weekends and holidays.

If you are having technology problems with D2L, contact the helpdesk at the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

### Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress or other decisions in the sole discretion of the instructor, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced to the students by e-mail.

## TECHNOLOGY REQUIREMENTS

### LMS

This is an online course so you will access your course through the myLeo Online Learning Management System (LMS). Below are the technical requirements which are important for your

understanding and learning success.

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner.** It is your responsibility to ensure access to a stable Internet connection. Each student needs to have a backup method to deal with technology issues. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc. If you have a technology issue it is your sole responsibility to resolve it and any technology or technical issue does not excuse your submission of work on time. It is within the sole discretion of the instructor as to whether you will be granted an extension to submit any work due to a technological issue. Please note there is a NO LATE WORK ACCEPTED policy in this course unless the instructor makes an exception which is usually limited to extreme exigencies and exceptions are very rare.

## *COMMUNICATION AND SUPPORT*

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## *UNIVERSITY PROCEDURES/POLICIES*

### *University Specific Procedures*

## **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

## **TAMUC Attendance**

For more information about the attendance policy please visit the Attendance webpage and Procedure [13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

## **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)  
[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

## ***Students with Disabilities-- ADA Statement***

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides

comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
Texas A&M University-Commerce  
Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

**The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)**

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### ***Campus Concealed Carry Statement***

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#)

document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&MCommerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.