

The University of Toledo
College of Health and Human Services
School of Intervention and Wellness
SPSY 5040: Legal & Ethical Issues for the School Psychologist & School Counselors
(CRN 37110)
Summer Session 1, 2018

Hours of Credit	4 semester hours
Class Location & Hours	Online, summer session 1 On campus from 10:00 a.m. -12:00 p.m. on 5/16, 5/21, 6/4, and 6/6
Course Website	This is a hybrid course. Per the course outline, all assignments should be submitted via Blackboard.
Instructor Information	Wendy S. Cochrane, Ph.D., NCSP, ODE Licensed, and State Board of Psychology Licensed School Psychologist
Campus E-mail/Message through Bb	Wendy.Cochrane@utoledo.edu Please message me through the class if you have questions about the course or course assignments.
Phone	419-530-2013 or Sue Martin (Department Secretary) 530-2718
Office Location & Hours	HH 3100G; By appointment

PURPOSE

This course is designed to provide an overview of the ethical standards and legal regulations in school psychology and school counseling. Ethical standards, litigation, and legal regulation are examined in regard to professional practice.

STUDENT LEARNING OUTCOMES

1. Understand the importance of legal and ethical issues in the professional of school psychology (NASP Std 2.10)
2. Become familiar with how to address ethical violations using a problem-solving process (NASP Std 2.10)
3. Demonstrate an understanding of the laws that guide school practices (NASP Std 2.10)
4. Become familiar with electronic resources that aid in understanding ethical and legal issues in schools (NASP Std 2.5, 2.10)
5. Differentiate between the three sources of public school law (NASP Std 2.10)
6. Identify the four broad ethical principles (NASP Std 2.5, 2.10)
7. Gain familiarity with the credentialing process for Ohio Dept of Ed and Ohio Board of Psychology and to be familiar with how to access the criteria for other states (NASP 2.10)
8. Discuss major historic federal and case laws affecting schools and school psychology

- practices (NASP 2.10)
9. Describe and define privacy, informed consent, confidentiality, and record keeping (NASP 2.10)
 10. Become familiar with the principles and guidelines set forth by NASP and APA (NASP 2.10)
 11. Develop an awareness of the guidelines set forth by AERA, APA, and NCME regarding psychological assessment (NASP 2.10)
 12. Describe the implications of diversity when addressing legal and ethical issues (NASP Std 2.8; 2.10)
 13. Become familiar with legal and ethical issues associated with research in the schools (NASP Std 2.9; 2.10)
 14. Become familiar with legal and ethical issues associated with supervision in the schools (NASP Std 2.10)
 15. Discuss issues associated with direct and indirect service delivery in the schools (NASP Std 2.2; 2.10)
 16. Become familiar with legal and ethical issues of students served under IDEA and Section 504 (NASP Std 2.5; 2.10)

REQUIRED COURSE TEXT

COURSE POLICIES

Attendance/Participation/Assignments: Students are expected to attend and participate in every scheduled class and to be on time for class. Assignments are due per the course syllabus. The instructor reserves the right to accept for all or partial credit or reject (no credit awarded) assignments submitted after the due date. Quizzes and Exams must be completed by the due date. Students will be locked out after the due date and unable to complete the quiz or test. Students unable to complete course requirements will receive an incomplete (I) and sign an agreement regarding the parameters of the Incomplete grade. The instructor must be notified *before the class begins* by e-mail or telephone.

Plagiarism/Cheating: Academic dishonesty will not be tolerated. Among the aims of education are the acquisition of knowledge and development of the skills necessary for success in any profession. Activities inconsistent with these aims will not be permitted. Students are responsible for knowing what constitutes academic dishonesty, and all students are subject to the University Policy Statement on Academic Dishonesty in the current University Catalog (<http://www.utoledo.edu/dl/students/dishonesty.html>). If students are uncertain about what constitutes plagiarism or cheating they should seek the instructor's advice.

Examples of academic dishonesty include, but are not limited to:

- Plagiarizing or representing the words, ideas or information of another person as one's own and not offering proper documentation;

- Giving or receiving, prior to an examination, any unauthorized information concerning the content of that examination;
- Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination;
- Communicating during an examination in any manner with any unauthorized person concerning the examination or any part of it;
- Giving or receiving substantive aid during the course of an examination;
- Commencing an examination before the stipulated time or continuing to work on an examination after the announced conclusion of the examination period;
- Taking, converting, concealing, defacing, damaging or destroying any property related to the preparation or completion of assignments, research or examination;
- Submitting the same written work to fulfill the requirements for more than one course. While academic integrity is particularly the responsibility of the student, the faculty members also have a responsibility. Assignments and tests should be constructed and proctored so as to discourage academic dishonesty. Faculty members are expected to inform their students explicitly as to what materials and procedures are authorized for use in the preparation of assignments or in examinations (e.g., the use of calculator, computer, text materials, etc.). Should cases of academic dishonesty be found among students, the instructor may choose to counsel the student or may enforce the following sanctions:
 - The student may be assigned an F for the work in question.
 - The student may be assigned an F for the course. In this case the instructor should inform the Dean and the student of this action. The Dean will make certain that the student receives the F grade and is not permitted to withdraw from the course.
- The student may be placed on probation or suspended for some definite period of time, dismissed or expelled by the Dean if either the seriousness of the offense or a record of repeated offenses warrants it. A notation that such a sanction has been imposed will be made part of the student's permanent record. It is expected that the Dean will consult with the instructor and the student in making such a judgment, and that the Dean will notify the student of the sanction imposed and of the appeals procedure.
- A student found to be academically dishonest by a faculty member may appeal according to procedures approved by the respective colleges. The procedures for making a final appeal to the Student Grievance Committee may be found in the Student Handbook.

Course changes: The instructor reserves the right to modify or change any or all of the syllabus or course requirements at any time during the semester. Students shall be notified of any changes.

Accommodation of Student Needs: Students who require individualized other aspect of the class should discuss these needs with the instruction toward the beginning of the course.

ADA Compliance: The University of Toledo provides educational opportunities to people with disabilities and complying with the ADA, Section 503 and Section 504 of the Rehabilitation Act of 1973 (“the Rehabilitation Act”) and other applicable federal and state laws and regulations that prohibit discrimination on the basis of disability. UT Policy Number 3364-50-03

Non-discrimination Policy: The University of Toledo is committed to a policy of equal opportunity in education, employment, membership and contracts, and no differentiation will be made based on race, color, religion, sex, age, national origin, sexual orientation, veteran status or the presence of a disability. The University will take affirmative action as required by federal or state law. Anyone who feels they may have been discriminated against or harassed can file a complaint by contacting: The Office of Institutional Diversity 419.530.2508. Individuals can also file a complaint anonymously via Ethics Point Inc. by calling: 888.416.1308. More information on this option is online.

ASSIGNMENTS/EVALUATION

Vignette Assignment (150 points; 25 pts each): Students are expected to complete the vignettes found at the end of Chapters 1, 3, 6, 7, 8, and 10. During the second class, we will have an on campus discussion regarding the Vignettes in Chapter 1. Students submit a draft response prior to class. After class, Students should revise their Vignette response for Chapter 1 and submit it online per the course outline. In future weeks, vignette responses are submitted by before the on campus meeting. There are one Vignette in Chapter 9, which may be completed for extra credit (10 points).

Federal Law and Case Law Exam (50 points): This exam (25 questions) will consist of court cases and legal terms. Students will be tested on their knowledge of the focus of the case, the outcome, and the impact on school psychology and school counseling. Students will receive a review sheet. The cases are those reflected in chapters 1-5. The time-limited multiple-choice exam will be completed online. Questions regarding the exam should be directed to the instructor via messages. When the exam opens (see course schedule) may take it at any time that day, but once you begin you will have only 60 minutes to complete it.

Legal Term Exam (50 points): This exam (25 questions) will consist of important legal terms school psychologists and school counselors should understand as it relates to special education, assessment, and counseling. Students will receive a review sheet. The exam will cover terms from the semester and students may complete the exam over the course of the semester. It will close the final week of the semester. Questions regarding the exam should be directed to the instructor via messages.

Quizzes (220 points; 20 pts each): Over the course of the semester, students will be required to take 11 quizzes. Each quiz will cover material in chapter for the week and consist of 20 objectives questions (i.e., True/False and multiple choice questions). Quizzes

all open during the first week of the semester and will close per the course outline. Students will have 60 minutes for each quiz.

IDEA Activity worksheet (30 points): An activity and worksheet will be provided so you may familiarize yourself better IDEA. Students are to answer the questions and submit the worksheet to their instructor per the course schedule found on the DL website.

Section 504 Activity worksheet (30 points): An activity and worksheet will be provided so students may become more familiar with Section 504. Students are to answer the questions and submit the worksheet to their instructor per the course schedule found on the DL website.

Take Home Exam (80 points): Part of the exam will be a take home that will consist of ethical and legal situations (80 points). Students will be required to use the problem solving process to determine how they would address the situations.

GRADING

A letter grade based on all evaluations assigned for the course. Since this is a core school psychology, students must obtain a B or content will be included on a comprehensive exam to be administered the following summer.. A grade of PR will not be awarded except under extraordinary circumstances that could not have been avoided by the student. If such circumstances arise, it is the student's responsibility to notify the instruction immediately and to keep the instructor abreast of the situation. Any student receiving a grade of I will sign an agreement with the instructor stipulating the work to the complete and the deadline for completing it. If the student does not complete the work per the agreement, the student will receive the grade earned based on work completed. Grades will be based on the following grading scale:

A	93% and above	C	73-76%
A-	90-92%	C-	70-72%
B+	87-89%	D+	67-69%
B	83-86%	D	63-66%
B-	80-82%	D-	60-62%
C+	77-79%	F-	59% and below

TECHNOLOGY REQUIREMENTS FOR DL COURSES

Students should read the information provided through UT Online Learning to ensure they have the most up to date plugins and how to use and troubleshoot within Bb. The UT Online download center is accessed at <http://www.utoledo.edu/dl/main/downloads.html> and the Blackboard Toolkit is available at <http://www.utoledo.edu/dl/helpdesk/blackboard.html>.

Course Outline and Schedule

<u>Week & Class</u>	<u>Topics of study</u>	<u>Assessments & Activities for the week</u>
WEEK 1 (5/14-5/18) <u>CLASS Meeting</u> <u>(5/16)</u>	Chapter 1- Ethics in school psychology and school counseling Chapter 2-Law and school psychology Chapter 3- Privacy, informed consent, confidentiality record keeping	<ul style="list-style-type: none"> ✓ Read Chapter 1 ✓ Take Quiz 1 (DUE 5/21) ✓ Draft & Submit Vigs Chp 1 & (DUE 5/15) ✓ Attend Class 5/16 (10am-12pm) ✓ Revise & Resubmit Vigs 1 (DUE 5/16) ✓ Read Chapter 2 ✓ Take Quiz 2 (DUE 5/21) ✓ Read Chapter 3 ✓ Write & Submit Vigs Chp 3 (DUE 5/21)
WEEK 2 (5/21-5/25) <u>CLASS Meeting</u> <u>5/21</u>	Chapter 3- Privacy, informed consent, confidentiality record keeping Chapter 4-Ethical and Legal Issues in the Education of Students with Disabilities Under IDEA	<ul style="list-style-type: none"> ✓ Attend Class 5/21 (10am-12pm) ✓ Reread Chapter 3 ✓ Take Quiz 3 (DUE 5/28) ✓ Read Chapter 4 ✓ Take Quiz 4 (DUE 5/28) ✓ Complete IDEA Activity (DUE 6/4)
WEEK 3 (5/28-6/1)	Chapter 5 Section 504 and the American with Disabilities Act Chapter 6 Ethical and Legal Issues in Psychological Assessment	<ul style="list-style-type: none"> ✓ Read Chapter 5 ✓ Take Quiz 5 (DUE 6/4) ✓ Complete Section 504 Activity (DUE 6/11) ✓ Read Chapter 6 ✓ Write and Submit Vigs Chp 6 (DUE 6/4) ✓ Take Quiz 6 (DUE 6/4) ✓ Take Federal Law and Case Law Exam (DUE 6/4)
WEEK 4 (6/4-6/8) <u>CLASS Meetings</u> <u>6/4 & 6/6</u>	Chapter 6 Ethical and Legal Issues in Psychological Assessment Chapter 7 Ethical and Legal Issues in School-Based Interventions Chapter 8 Indirect Services I: Ethical-Legal Issues in Working with Teachers and Parents	<ul style="list-style-type: none"> ✓ Attend Class 6/4 (Discussion of Vigs 6) ✓ Read Chapter 7 ✓ Write and Submit Vigs Chp 7 (DUE 6/6) ✓ Attend Class 6/6 (Discussion of Vigs 7) ✓ Take Quiz 7 (DUE 6/11) ✓ Read Chp 8 ✓ Take Quiz 8 (DUE 6/11)

WEEK 5 (6/11-6/15)	Chapter 9 Indirect Services II: Special Topics in Systems-Level Consultation Chapter 10- Research in the Schools: Ethical and Legal Issues	<ul style="list-style-type: none"> ✓ Read Chp 9 ✓ Take Quiz 9 (DUE 6/18) ✓ Write & Submit <i>Optional EC Vig Chp 9</i> ✓ Read Chp 10 ✓ Take Quiz 10 (DUE 6/18) ✓ Final Exam is Open (DUE 6/20) ✓ Take Legal Term Exam (DUE 6/20)
WEEK 6 (6/18-6/20)	Chapter 11 Ethical and Legal Issues in Supervision	<ul style="list-style-type: none"> ✓ Read Chp 11 ✓ Take Quiz 11 (DUE 6/19) ✓ Write and Submit Final Exam (DUE 6/20)