

# North Hennepin Community College

## HSER 1400: Basic Counseling Skills

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: \*.\*

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

Introduces basic counseling and interviewing skills. Students will learn and apply skills that range from basic attending and listening skills to chart documentation and treatment planning.

**B. COURSE EFFECTIVE DATES:** 06/01/2015 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Attending
2. Confrontation
3. Documentation
4. Encouraging, paraphrasing, and summarizing
5. Influencing skills
6. Intentionality
7. Observation skills
8. Reflection of feelings
9. Structuring and interview
10. Use of questions

### D. LEARNING OUTCOMES (General)

1. Recognize and describe the concept of intentional interviewing and counseling (ELO2).
2. Apply helping skills by conducting counseling interviews (ELO3, ELO4).
3. Evaluate others' ability to demonstrate basic listening skills (ELO4).
4. Demonstrate skills necessary for writing progress notes, treatment plans, and other forms of documentation (ELO2).
5. Demonstrate basic listening skills including but not limited to: attending, encouraging, paraphrasing, summarizing, reflection of feeling, confrontation and use of questions (ELO1).
6. Discuss the history and scope of human services
7. Understand various human systems, including individual, interpersonal, group, family, organizational, community and societal and apply appropriate skills when working with those systems.
8. Demonstrate effective communication and critical thinking skills
9. Plan services, facilitate interventions and evaluate the outcome of services for those served.
10. Perform professional responsibilities in accordance with the values, ethical and legal standards of the human services profession.

Successfully apply the knowledge, skills and competencies of entry-level human services professionals.

## **E. Minnesota Transfer Curriculum Goal Area(s) and Competencies**

None

## **F. LEARNER OUTCOMES ASSESSMENT**

As noted on course syllabus

## **G. SPECIAL INFORMATION**

Knowledge of Human Cultures and the Physical and Natural World; Through study in the sciences, mathematics, social sciences, humanities, histories, languages, the arts, technology and professions.

Intellectual and Practical Skills; Including: Inquiry and analysis; Critical and creative thinking; Written and oral communication; Quantitative literacy; Information literacy; Teamwork and problem solving.

Personal and Social Responsibility and Engagement; Including: Civic knowledge and involvement; campus, local and global; Intercultural knowledge and competence; Ethical reasoning and action; Foundations and skills for lifelong learning.

Integrative and Applied Learning; Including: Synthesis and advanced accomplishment across general education, liberal studies, specialized studies and activities in the broader campus community.