COURSE INFORMATION

- RHAB 4175 Addiction Treatment Models
- Fall 2018
- Section 001 3 hours
- Wooten Hall, 215
- Tuesday, 2:00 – 4:50 PM

CONTACT INFORMATION

- Professor Paula Heller Garland
- Location: Chilton Hall, 218
- Phone: (940) 369-5186
- Office hours: face to face and online – Wednesday 10:00 AM – 1:00 PM or by appointment
- Email: Paula.Heller-Garland@UNT.edu

ABOUT YOUR PROFESSOR AND GA

Professor Heller Garland has been an addiction professional since 1993. Her work has included being a clinician, administrator, and educator in a myriad of settings and with diverse populations. She is the former President of the State of Texas Association of Addiction Professionals (TAAP) and has helped bridge the gap between treatment and recovery.

She is a Senior Lecturer at The University of North Texas in the Department of Rehabilitation & Health Services, the College of Health and Public Service where she values the opportunity to mentor our future counselors. During the first year of operation, Professor Heller Garland served as Clinical Advisor to the Collegiate Recovery Program at UNT and is currently the Coordinator of the Addiction Studies Program and Faculty Sponsor to students in Eagle Peer Recovery.

Professor Heller Garland is passionate about addiction treatment and recovery. In August 2016 she was inducted into the Texas Counselor Hall of Fame. She enjoys conducting workshops and providing mentoring and supervision for other helping professionals, traveling, writing and spending time with her teenage son, his dad, and their opinionated dachshund.

You can find her office in Suite 218 of Chilton Hall. The most efficient way to contact Paula is by email: Paula.Heller-Garland@UNT.edu. Her office hours are in person, by phone or virtual by appointment.
COURSE MATERIALS

Course materials will be provided by professor on Blackboard.

COURSE DESCRIPTION

This course will explore the main counseling practices used in treating addictions after reviewing the principle theoretical and empirical bases of these approaches and methods.

COURSE OBJECTIVES & OUTCOMES

Upon completion of this course, the student should be able to:

1. Understand the bio-psychological effects of addiction on mental processes.
2. Describe the main conceptualizations of addiction and their impact on treatment.
3. Distinguish the four major approaches to counseling and behavior change with an emphasis on cognitive-behavioral approach.
4. Explain the rationale and practice of the Stages of Change model, Therapeutic Communities, Brief Intervention/Motivational Interviewing & Relapse Prevention in helping clients with Substance Use Disorder.
5. Describe the philosophy and operation of self-help (12-step) and Therapeutic Communities for clients with Substance Use Disorder.
6. Discuss the theory behind, and practice of, self-control/monitoring.

COURSE ORGANIZATION

This course is organized into modules specified by date of class. All materials will be offered in multiple formats for accessibility purposes.

What Should Students Do First?

Review the “Start Here” section of the course on Blackboard. Read the Syllabus, Assignment Details and Schedule.

HOW TO PROCEED WITH MODULES

Open the Learning Module to read:
- Learning Objectives
- Module Content
- Readings and Resources
- Assignments
- Follow Schedule for assignment due dates
- Follow Assignment Details for how to do each assignment
COMMUNICATIONS

Information about the communication tools in the course:
- Announcements
- Email
- Discussions
- Video and audio recordings

INTERACTION WITH INSTRUCTOR

When emailing Professor Heller Garland, please use your UNT email, put RHAB 4175 in the subject line, communicate professionally and be specific about your request.

ASSIGNMENT SUBMISSION INSTRUCTIONS AND GRADING POLICY

Use only Blackboard. Assignments will not be accepted if emailed. Modules will be closed – and will not open again – on the Friday following the due date of all assignments in the module.

Late Work and Extra Credit

- Assignments are due on or before due date;
- 25% per day late is deducted;
- No extra credit is provided; and
- Assignments submitted in formats other than those above will be deducted 75%.

PARTICIPATION

Attendance and participation are evaluated in this course. The information provided within the course is more than enough to assist you with meeting your highest grade-goal possible. Most students do not describe this course as “hard”, rather, “involved and introspective”. Doing the required work, according to the assignment expectations, will result in your success. The grade you receive in this course will directly correlate with the amount of time and effort you put forth.

SOCIAL MEDIA

Facebook:

I have a private Facebook group open to any student taking my course. I post updates, events, and other information pertinent to the addiction/recovery counseling and treatment profession. Once you are in the group, you can remain as long as you would like. Many students find this a beneficial group even after graduation.

To request membership, follow this link: https://www.facebook.com/groups/385448321522524/
Once I cross reference your name with Blackboard, you will be added to the group. If your name on Facebook is different than your name on Blackboard, email me to let me know the difference.
Before requesting membership to the group make sure to read the group expectations. Requesting membership ensures you have read and agree to abide.

No one is required to join. This is optional.

Pinterest:
I often pin items related to counseling and this course. If you have any desire to view them, you are welcome to. You can find me through this link: https://www.pinterest.com/paulahgarland/

INSTRUCTOR RESPONSIBILITY

Professor Heller Garland will respond to email, sent in the manner requested, within 24-48 hours during the week, 48-72 hours during weekend.

VIRTUAL CLASSROOM CITIZENSHIP

Please use proper netiquette when interacting with class members and the professor online.

In online interaction, just as in on campus, there will be no tolerance for name-calling, condemnation, or other forms of aggression through the keyboard.

CLASSROOM INFORMATION

- **Attendance** will be evaluated. Signing your name on the roster at each class is the only way to ensure credit for your attendance.
- **Professional demeanor** is expected at all times.
- **Mobile Devices and laptops** may not be used in a disruptive manner. Devices are to be silenced during class time and used only as related to this course.
- **Grades** are revealed and discussed in person only under laws protecting student confidentiality. Please make an appointment to discuss such issues.
- Students are encouraged to contribute their perspectives and insights to class discussions. *Your personal opinion is always welcome, as long as it is: honest, grounded in truth and free of hate.*
- **Preparation:** Please prepare for class by reading the material in advance and printing the required materials to bring to class according to the schedule.
- **Photography in class:** The instructor may take photographs on occasion during this course. Photos may be used for social media and department websites. If there is a reason you do not want to be photographed, convey this information to the instructor by email at the beginning of the semester.
GRADING

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ASSIGNMENTS AND SCHEDULE

See Assignment details and Course schedule

COURSE EVALUATION

Please complete the SPOT evaluation at the end of the semester to help the professor continue to develop the course.

LETTERS OF RECOMMENDATION

Should you desire a letter of recommendation from Professor Heller Garland you must:

- have completed at least two courses with her;
- have met with her in person or by phone;
- submit a request by email at least 14 days prior to the date the letter is recommended that includes:
  - Names, dates, and grades of courses taken with Professor Heller Garland;
  - Indicate to whom the letter is to be written or the form to be sent;
  - Instructions for submitting the letter or returning the form;
  - The intention of the letter (is this for graduate school or a job?)

TECHNICAL REQUIREMENTS/ASSISTANCE

The following information has been provided to assist you in preparation for the technological aspect of the course.

- UIT Help Desk: [http://www.unt.edu/helpdesk/index.htm](http://www.unt.edu/helpdesk/index.htm)
- Hardware and software necessary to use Bb Learn: [http://www.unt.edu/helpdesk/bblearn/](http://www.unt.edu/helpdesk/bblearn/)
- Necessary plug-ins: [http://goo.gl/1lsVF](http://goo.gl/1lsVF)
- Internet Access with compatible web browser
- Word Processor
MINIMUM TECHNICAL SKILLS NEEDED

- Using Blackboard
- Using attachments
- Creating and submitting files in Word documents
- Opening and submitting pdf documents
- Creating and submitting screenshots, photos, or scanned documents
- Copying and pasting
- Viewing videos through YouTube or Quicktime
- Accessing PowerPoint slides with audio feature
- Creating PowerPoints, Prezi or videos for use in classroom presentation

STUDENT SUPPORT

University of North Texas provides student technical support in the use of Blackboard and supported resources. The student help desk may be reached at:
- Email: helpdesk@unt.edu
- Phone: 940.565-2324
- In Person: Sage Hall, Room 130

Regular hours are maintained to provide support to students. Please refer to the website: http://www.unt.edu/helpdesk/hours.htm for updated hours.

Should you encounter technical issues while attempting to submit an assignment:

- **Immediately** contact technical support services;
- Ask for a ticket number;
- Email Professor Heller Garland, providing the ticket number and details about the assignment issue.

ACCESS & NAVIGATION

Access and Log in Information

This course was developed and will be facilitated utilizing the University of North Texas’ Learning Management System, Blackboard Learn. To get started with the course, please go to: https://learn.unt.edu You will need your EUID and password to log in to the course. If you do not know your EUID or have forgotten your password, please go to: http://ams.unt.edu.

STUDENT RESOURCES

As a student, you will have access to:
- **Student Orientation via Blackboard Learn.** It is recommended that you become familiar with the tools and tutorials within the Orientation to better equip you in navigating the course.
- **Blackboard’s On Demand Learning Center for Students.** It is recommended that you become familiar with the tools and tutorials to better equip you to navigate the course.
- From within Blackboard, you will have access to the “UNT Helpdesk” tab which provides student resources and Help Desk Information.

**INCOMPLETES**

Students are expected to complete the course within the session time frame. A grade of Incomplete will only be given if the student is (a) passing the course, (b) has completed 75% of the course requirement, (c) has very compelling special circumstances, and (d) provides adequate documentation. I will require that the course requirements be fulfilled by the end of the following semester. According to UNT policy:

An Incomplete Grade (“I”) is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule. The student must arrange with the instructor to finish the course at a later date by completing specific requirements. These requirements must be listed on a Request for Grade of Incomplete form signed by the instructor, student, and department chair; and also entered on the grade roster by the instructor. ([http://essc.unt.edu/registrar/incomplete.htm](http://essc.unt.edu/registrar/incomplete.htm), p. 1)

If you fail to complete the course requirements by the end of the subsequent semester the grade of Incomplete will be replaced with an “F”. I strongly urge you to complete the course. If you find you are falling behind, or not passing, I recommend you consider withdrawing from the class so that your record and GPA is not negatively affected. Please come talk to me if you find yourself having any difficulties with keeping up with the coursework.

**COPYRIGHT NOTICE**

Some or all of the materials on this course Web site may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the express and written permission of the copyright owner, unless fair use or another exemption under copyright law applies. Additional copyright information may be located at: [http://copyright.unt.edu/content/unt-copyright-policies](http://copyright.unt.edu/content/unt-copyright-policies).

**UNIVERSITY POLICIES**

**Attendance Policy**

Information about the University of Texas’ Attendance Policy may be found at: [http://policy.unt.edu/policy/15-2-5](http://policy.unt.edu/policy/15-2-5)

**Administrative Withdrawal**

Contact the Dean’s office for withdrawal from the class.
**Syllabus Change Policy**

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

**Policy on Server Unavailability or Other Technical Difficulties**

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

**Student Conduct and Discipline**

The primary concern of the University of North Texas is the student. The university attempts to provide for all students a campus environment that is conducive to academic endeavor and social and individual growth. To that end, rules, regulations and guidelines governing student behavior and the student's relationship with the university have been formulated into a student code of conduct and discipline. Enrollment at the University of North Texas is considered implicit acceptance of these and other policies applicable to students, all of which are educational in nature and designed to help students understand expectations and accept responsibility for their own actions. Additional information can be found in the [Code of Student Conduct](http://www.unt.edu/csrr/student_conduct/misconduct.html).

**Academic Honesty Policy**

Policies regarding student conduct and academic honesty posted by the University Center for Student Rights and Responsibilities in the Student Handbook apply to this class. As stated in the Policy: [http://www.unt.edu/csrr/student_conduct/misconduct.html](http://www.unt.edu/csrr/student_conduct/misconduct.html), misconduct for which students are subject to discipline falls into the following categories:

A. **Acts of Dishonesty, including but not limited to:**
   1. Academic dishonesty - cheating. The term "cheating" includes, but is not limited to:
      a. use of any unauthorized assistance in taking quizzes, tests, or examinations;
      b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
      c. the acquisition, without permission, of tests, notes or other academic material belonging to a faculty or staff member of the University;
d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s);

e. any other act designed to give a student an unfair advantage.

2. Academic Dishonesty — plagiarism. The term "plagiarism" includes, but is not limited to:

a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement and/or

b. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in the selling of term papers or other academic materials. Discipline may range from not having an assignment accepted for credit to expulsion from the course. For more information regarding policies regarding student conduct, please visit: http://www.unt.edu/csrr/student_conduct/index.html

ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Add/Drop Policy

Please refer to the Office of the Registrar regarding the Add/Drop Policy.

RESOURCES

Links to Academic Support Services, such as Office of Disability Accommodation, Counseling and Testing Services, UNT Libraries, Online Tutoring, UNT Writing Lab and Math Tutor Lab can be located within Blackboard Learn on the “Academic Support” tab.

- Computer Labs: General access computer lab information (including locations and hours of operation) can be located at: http://www.gacl.unt.edu/
- UNT Portal: http://my.unt.edu
- UNT Blackboard Student Resources: Technical Support: https://ecampussupport.unt.edu/index.cfm?M=Student_Resources
- UNT Library Information for Off-Campus Users:
  http://www.library.unt.edu/services/for-special-audiences/offcampus/information-for-off-campus-users
- UNT Computing and Information Technology Center:
  http://citc.unt.edu/services-solutions/students