CAS 260.01: Addiction Assessment, Treatment Planning and Documentation

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MISSOULA COLLEGE  
CAS 260 Addiction Assessment, Treatment Planning and Documentation  
MISSOULA COLLEGE  
UNIVERSITY OF MONTANA  

M-W 8-9:30 am.

PROFESSOR: Dr. EagleHeart-Thomas, Ph.D.

CONTACT INFORMATION

- Office: Missoula College, HB02
- Phone: 243-7906 or 243-7824 (Su Mollenhoff)
- Office Hours:
  - Monday 11:15-12:30
  - By appointment
- Email: linda.eagleheart@mso.umt.edu

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o Please email from your student account (i.e. name@umontana.edu) only.
o Email is the BEST way to reach me.
o In the subject line of every email, please state your class and purpose; Ex: CAS260, Section 01: question.
o If you do NOT follow the above format, there may be a delay in my response and I may reply asking you to include this information before responding to your direct query. My personal commitment is to respond to my students’ emails within 24 hours (no later than 36) when I receive them Mon – Fri. There may be delays when emails are received on weekends.

Textbooks and Readings

Required Texts:


Required Readings: Journal articles and web-based reading assignments will also be required throughout the course of the semester posted in Moodle under “READINGS” in the corresponding module.

Course Description: This course is a seminar format. It includes both lecture and discussions in the classroom as well as applied activities, and exams. It is designed to provide an introduction to Assessment, Treatment Planning and Documentation, and will meet the State of Montana Licensed Addiction Counselor educational requirements for Assessment, Treatment Planning and Documentation. Students will be exposed to the fundamentals of assessment, basic treatment interventions and planning, and client record documentation. They will become familiar with techniques of assessment and diagnosing Substance Abuse Disorders, using the ASAM Criteria and the DSM 5 Manual and other instruments made available during the semester. Students taking this course will review the aspects of Diagnosis and subsequent treatment interventions. Students will develop a treatment plan for a CASE Study and practice documentation by creating a CASE File for the Case Study. In addition, commonly encountered cultural obstacles to traditional chemical dependency counseling are examined.
Course Objectives/Educational Outcomes: Successful completion of course objectives and educational outcomes are evidenced by demonstrated appropriate knowledge, skill and behaviors in class discussions and applied exercises, as well as homework/discussion assignments and a final written portfolio project. In successfully completing this course, students will be able to:

1. Identify characteristics of Substance Abuse in clients, and demonstrate an understanding of severity of the disorder
2. Define the degree of addiction and propose evidenced based treatment options, including Intensive INPATIENT treatment, Intensive OUTPATIENT treatment, and short-term Outpatient treatment. Additionally the Student will be able to identify the appropriate treatment setting for the client.
3. Understand which therapy / or therapies are appropriate for individuals with a substance disorder.
4. Discuss issues sometimes noted as ‘resistance to treatment’ in a manner that demonstrates cultural awareness (i.e., verbal and nonverbal behaviors, barriers to treatment, etc.);
5. Understand the process of treatment planning and be able to demonstrate such by developing a treatment plan for a CASE Study.
6. Identify and assume an informed position in addiction counseling regarding selected “problems” and appropriate interventions that are tailored to the client.
7. Discuss appropriate social intervention strategies that are evidence based and culturally relevant for each group studied.

Topics Covered in this course include:

- Scope of Practice Screening
- Assessment and Assessment Tools
- DSM5 Assessment
- Diagnosis
- Brief Interventions
- Introduction to Motivational Interviewing
- Stages of Change
- Confidentiality Rules and Regulations 42 CFR Part II
- Ethics
- Recovery Oriented Systems of Care
- Evidence-Based Practices
- Assessment & Diagnosis- Intake Summary
- ASAM Patient Placement Criteria
- Level of Care Selection
- Treatment Planning
- Case Notes (Documentation)
- Discharge Planning

ASSESSMENT OF STUDENT LEARNING GOALS & OBJECTIVES: Your grade in this class is weighted on the following scale:

- Applied Assignments/homework 200
- Final Written Project 500
- EXAMS (3) 300
- Participation/Attendance (Pp)10% 100
  - 1100
Final grades are based on the +/- system. Traditional rounding rules apply (i.e. .5 and above are rounded up and less than .5 are not). The breakdown is as follows:

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>93-100%</td>
<td></td>
</tr>
<tr>
<td>90-92%</td>
<td>A-</td>
</tr>
<tr>
<td>87-89%</td>
<td>B+</td>
</tr>
<tr>
<td>83-86%</td>
<td>B</td>
</tr>
<tr>
<td>80-82%</td>
<td>B-</td>
</tr>
<tr>
<td>77-79%</td>
<td>C+</td>
</tr>
</tbody>
</table>

If an assignment is deleted [which is my option], then the total will be adjusted accordingly.

**Applied Assignments:** Throughout the semester you will receive homework activities from our texts/workbooks which you will complete and return to class. These assignments are generally applied and will assist in practicing your skills in the techniques demonstrated in the course. You will have one final Portfolio written assignment which will be a Client Record, including an initial intake, and diagnosis. Additionally, you will include a comprehensive short term treatment plan, and a more comprehensive treatment plan focusing on sustaining sobriety. This assignment is a portfolio and accumulation of knowledge applied to a CASE STUDY of student’s CHOICE which will be supplied by instructor, and will account for 40% of your grade. This is the final assignment.

**Exams** Two tests (each with multiple choice items) are given as well as a final comprehensive examination (multiple choice items over the book). Look at the suggestions given in this course outline for ways to prepare for these exams, as well as an idea of the content of them.

**Participation Points (Pp)** Attendance is required. Attendance and participation will be documented throughout the course and will account for 10% of your grade– Your participation grade consists of attendance checks, as well as individual and group work. The dates of the random in-class work are purposely NOT listed on your Course Calendar. Attendance is REQUIRED in this course.

**Written Assignment Format:** All written assignments will be typed, 12 pt. font, one-inch margins, double spaced, and meeting specified length requirements, using APA format for citation and reference page, unless specifically specified otherwise. A successful assignment is submitted on time, written clearly, contains few or no grammatical or spelling errors, addresses all required components, utilizes assigned reading and in-class discussions, and demonstrates independent thinking and effort on the part of the student. Questions regarding assignments must be addressed prior to the due date. It is the student’s responsibility to obtain assignment details discussed in class. I will NOT accept any handwritten assignments. Please submit assignments to me during the class period it is due. If you have to be absent, you may use MOODLE BEFORE the beginning of class. I will not accept assignments emailed to me unless by prior approval or unavoidable circumstance.

**ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES:**

- The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). If you think you may have a disability adversely affecting your academic performance, and you have not already registered with DSS, please contact DSS.

  – **Missoula College students:** Contact Paul Kozlowitz at 406.243.7931 or via email, Paul.

  – **Mountain campus students:** Contact DSS at (406) 243-2243 or via email, DSS.
• I will work with you and DSS to provide reasonable modifications. “Reasonable” means the University permits no fundamental alterations of academic standards or retroactive modifications. For more information, please consult DSS.

LATE and MAKE-UP WORK POLICY: I DO NOT ACCEPT LATE or MAKE-UP WORK.

• HOWEVER, according to the UM’s Academic Polices and Procedures (see http://www.umt.edu/catalog/acad/acadpolicy/default-print.html ), I MAY excuse brief and occasional absences for the following reasons:

1. an illness or injury
2. a family emergency
3. religious observance
4. participation in a university sponsored activity

If you miss an assignment, exam or participation points due to one of these exceptions, valid documentation MUST be provided in order to make it up. There are certain activities that are not available for makeup as they require your presence in the classroom

– Please consult me on what “valid documentation” entails.

– You have 48 hours after the missed assignment’s due date to notify me so that we can arrange for you to make-up the work or turn it in late.

– Please be aware, I strictly enforce this policy and WILL REQUIRE documentation.

DROP POLICY: Beginning the 46th instructional day of the semester through the last regular class day (i.e. Friday) before Finals Week, “students may drop courses only by petition”. Note that not all petitions are approved and documented justification is required. Some examples of documented circumstances that may merit approval are accident or illness, family emergency, or other circumstances beyond the student’s control. Instructors and advisors have the right to indicate that they do not recommend the drop” the UM’s Academic Policies and Procedures (see http://www.umt.edu/catalog/acad/acadpolicy/default-print.html ). This means that if you want to drop the course due to failing the course and are unhappy with your grade, I will not approve it as “failing” is NOT a valid reason.

INCOMPLETE POLICY

• A grade of Incomplete (I) may be given when, in the opinion of the instructor, there is a reasonable probability that students can complete the course without retaking it. The incomplete is not an option to be exercised at the discretion of a student. In all cases it is given at the discretion of the instructor (see UM’s Academic Policies and Procedures) http://www.umt.edu/catalog/acad/acadpolicy/default-print.html).

STUDENT CONDUCT CODE (PLEASE READ CAREFULLY)

The Student Conduct Code, which can be found here, Code of Conduct, will be strictly enforced in this class. Specifically, cheating in any form will not be tolerated. You are not allowed to collaborate on any exam, assignment or discussion with anyone, including, but not exclusively, students who have previously taken this course, graduate students in psychology or related disciplines, friends, etc... Thus, all ASSIGNMENTS and
PAPERS must be completed INDEPENDENTLY, unless otherwise stated in the instructions (e.g. group projects) or when students seek services from the Writing Center or tutoring. Plagiarism or cheating will result in FAILURE (that is, a zero or an “F”) on the exam, assignment, or discussion, at minimum, and it will be reported to Department Chair and/or the Dean. The instructor reserves the right to assign an “F” for the course if cheating or plagiarism occur. Additionally, you are subject to University sanctions, suspension or expulsion.

If you do not know what plagiarism is, you can ask me, visit the Writing Center at the Mountain campus (Liberal Arts 144, 243-2266, Writing Center), the Mansfield Library (243-6866; Library), or at the Missoula College campus (i.e. Academic Support Center; 243-7826).

COURSE CALENDAR:

Please see attached, or the “Course Calendar” button in Moodle. This calendar is tentative depending on availability of guest speakers, university calendar, and any other unforeseen events that may occur. The Course calendar is organized by the week. It is a "suggested" timeline regarding lecture topics. I may extend a section, or not lecture in the class on a topic, but you are still required to read the assigned material.

TENTATIVE COURSE TIMELINE:

WEEK 1-5 – MODULE 1-ASSESSMENT & DIAGNOSIS


Week 1-2:

TOPICS: Assessment


WEEK 6-10- MODULE 2-TREATMENT

WEEK 11-15-DOCUMENTATION AND CASE STUDIES