

CP-17 Supervision & Program Administration II

\$330

Administration of a Mental Health Practice 14 hours

Objective: Enables the therapist to have a greater background in the administrative and management skills in private practice, hospitals, government agencies and university settings

Text: Management & Administrative Skills for the Mental Health Professional by William O'Donohue, Ph.D. (ed.) & Jane E. Fisher, Ph.D. (ed.) ISBN-10: 012524195X

Strategies for Clinical & Public Health Services 12 hours

Objective: A study of the client with a mild to moderately substance abuse problem for whom an intensive treatment regiment would prove to be more than needed and is not cost effective considered the client's treatment needs.

Text: Changing Addictive Behavior: Bridging Clinical and Public Health Strategies by Jalie A. Tucker, Dennis M. Donovan & G. Alan Marlatt, ed. ISBN-10: 1572306777

Diagnosis & Treatment Planning 14 hours

Objective: Gives the counselor a firmer background in developing appropriate and effective treatment planning from a client's diagnosis

Text: Diagnosis & Treatment Planning in Counseling by Linda Seligman ISBN-10: 0306485141

Performance Coaching In Organizations 14 hours

Objective: To study the relatively new helping profession known collectively as "coaching." The course examines the various client types, the principles, basic concepts and the distinctions between traditional counseling and coaching.

Text: Masterful Coaching by Robert Hargrove ISBN-10: 0787960845

Consulting: Utilizing Your Expertise 16 hours

Objective: This course is great for the private practitioner, the manager of an agency, supervisor and front line worker who is daily striving to make the best use of their or their organization's expertise in a way that helps clients, the professional community and the community at large.

Text: The Flawless Consulting Fieldbook & Companion: A Guide to Understanding Your Expertise by Peter Block ISBN-10: 0787948047

Employee Assistance Programming 20 hours

Objective: This course identifies problems that exist in the current structure and nature of EAP and proposes a way that can give those programs the legitimacy, the effectiveness and the support they need to be successful.

Text: Integration of Employee Assistance, Work/Life, and Wellness Services edited by Mark Attridge, Patricia Herlihy & R. Paul Maiden ISBN-10: 0789030632

Strategic Management for Non-Profit Organizations 20 hours

Objective: This course provides the student with an in depth understanding of how to operate an organization to achieve both short and long-term success.

Text: Strategic Management for Non-Profit Organizations by Roger Courtney ISBN-10: 0415250242