

AMBERTON UNIVERSITY
e-COURSE SYLLABUS

CSL6770.E1 Advanced Counseling Ethics
FALL 2026

PROFESSOR INFORMATION:

Professor: Verlene Springer, Ph.D.
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Amberton Email: **VSpringer@Amberton.edu**

COURSE INFORMATION:

CSL6770.E1 Advanced Counseling Ethics
Level: Graduate
Beginning Date of Session: Saturday, September 13, 2026
Ending Date of Session: Thursday, November 19, 2026
Student access available to the Student Portal: Saturday, September 13, 2026

Students enrolled in distance learning courses are not assessed any additional fees for security or identity verification.

PREREQUISITES:

CSL6740 – Counseling Ethics

REQUIRED TEXTBOOK(S)/MATERIALS:

Title: Issues and Ethics in the Helping Professions
Author: Gerald Corey, Marianne Schneider Corey, Cindy Corey
Publisher: Cengage
Year Published: 2024
Edition: 11th
ISBN: 10:xxxxxxxxx or 13 9780357622599
Price: Available at <http://amberton.ecampus.com>

Students should verify enrollment in course before purchasing textbooks. Textbook information and ordering options are available through the Amberton Virtual Bookstore. Since no books are sold on campus, students should plan accordingly and purchase their books in advance of the first day of class, allowing time for shipping.

LINKS TO COUNSELING HANDBOOKS

MA in Clinical Mental Health Counseling

<https://amberton.edu/wp-content/uploads/2026/01/CMH-Handbook-1-5-26.pdf>

MA in Marriage and Family Therapy

<https://amberton.edu/wp-content/uploads/2026/01/MFT-Handbook-1-5-26.pdf>

MA in School Counseling

<https://amberton.edu/wp-content/uploads/2025/06/MA-SC-Handbook-June-2025.pdf>

APA Requirement

APA (American Psychological Association) style is most commonly used to cite sources within the social sciences. This resource, revised according to the 7th edition, offers examples for the general format of APA research papers, in-text citations, endnotes/footnotes, and the reference page. For more information, please consult the *Publication Manual of the American Psychological Association*, (7th ed.). All coursework at Amberton University will comply with the standards contained in the APA Publication Manual.

COURSE COMPETENCIES:

The Advanced Counseling Ethics course is designed to provide practicing professionals with advanced knowledge of the professional code of ethics and its application to professional services through exploration of case studies in alignment with ethics law and guidelines. This course examines the ethical protection for both practitioners and clients in the helping professions through in-depth ethical decision-making practice. The course fulfills the licensure requirements of the Licensed Professional Counselor and the Licensed Marriage and Family Therapist.

UPON COMPLETION OF THE COURSE, THE STUDENT WILL BE COMPETENT IN:

1. Providing in-depth examination, analysis, and application of ethics, the need for professional consultation in ethical decision-making, codes of ethics, and related legal issues pertaining to the practice of professional counseling and marriage and family therapy.
2. Identifying ethical issues and refining the role of the counselor to effectively meet the needs of increasingly diverse individuals and communities served by mental health professionals.
3. Deciphering and connecting historical and systemic issues to the client's presenting concerns, and linking client change as an integral aspect of multiculturalism.
4. Examining and determining counselor's own biases and worldview to develop knowledge, awareness, skills, and cultural humility to form a framework to continue personal and professional lifelong learning.
5. Writing and maintaining case notes that meet clinical, ethical, legal, and organizational guidelines for effective treatment, risk management, and reimbursement.
6. Examining the general issues involved when working with minors including to whom counselors owe the ethical obligation of confidentiality, parental consent and legal rights, informed consent, and competency level of the minor.
7. Describing specific confidentiality concerns in working with minors including the client's relationship with the parent or guardian, whether disclosure is expected to help the situation, and the severity of potential harm or injury that might result from not disclosing information.
8. Assessing ethical guidelines for crisis counseling using American Counseling Association guidelines.
9. Analyzing malpractice risks related to health services (e.g., managed health care; privacy, consent, hospital record access; quality and review issues; interdisciplinary relationships, and hospital privileges.
10. Describing activities, procedures, and responsibilities for clinicians in private practice and in various mental health settings.
11. Analyzing hierarchical responsibility for medical regimes and medical liaison consultation for clients.
12. Describing ethical and legal constraints/responsibilities related to multiple codes of ethics and licenses.
13. Identifying and describing the process for professional responses to client complaints filed with the board(s) and timely, effective responses to potential legal actions against the counselor.
14. Generating ethical guidelines and counselor, effective court testimony for the mental health practitioner.
15. Describing and applying ethical guidelines related to scope of practice, competency and necessity for continuous growth in preparation of issues in the counseling profession, including assessments and tests through the use of objective personality tests, and cognitive/academic testing.
16. Detailing ethical duty to clients pertaining to court appearances and guidelines for effective court testimony for the mental health practitioner.
17. Researching, examining, and applying federal and state laws that impact counselors in Texas.
18. Reviewing future trends and current board actions, promote legislative awareness, and encourage professional involvement, advocacy, and participation in decisions and activities that impact the counseling profession.
19. Assessing how artificial intelligence (AI) impacts the roles and ethical responsibilities of helping professionals such as record keeping, notes, and assessment for Counselors and LMFTs.

ACQUIRED SKILLS:

1. Critical Thinking
2. Conflict Resolution
3. Ethical Guidelines Assessment
4. Writing & Maintaining Case Notes

COURSE POLICIES:

Due dates for all assignments are provided at the beginning of the class. All assignments are due on Mondays at midnight. Assignments must be submitted by the due dates listed. Late assignments are unacceptable. Careful planning and close attention to detail is required to enable students to meet all deadlines. If a student falls behind and is unable to meet deadlines for course assignments, dropping the course may be recommended. Weekly Assignments are due according to the information listed on the Moodle page. Due dates for Chapter Quizzes will be listed on the Moodle page.

Final Exam due **Monday of Week 10**. All assignments must be submitted in **Word or Pages formatting only**. Assignments submitted in **PDF** formatting **will not be accepted**.

STUDENTS' RESPONSIBILITIES:

This syllabus contains information, policies, and procedures for a specific course. By enrolling, the student agrees to read, understand, and abide by the policies, rules, regulations, and ethical standards of Amberton University as contained in the current university catalog and schedule of classes.

ATTENDANCE POLICY:

Regular and punctual class attendance and engagement is expected at Amberton University. In case of an absence, it is the student's responsibility to contact the professor as soon as possible. If a student intends on withdrawing from a course, it is the student's responsibility to follow the university's policy on formally withdrawing from a course. **Ceasing to attend classes does not constitute an official withdrawal.**

Attendance in a lecture course is defined as punctual arrival to, and engagement in, a full lecture session. A Student in a lecture course missing more than 20% (two class periods for weekday classes or one class period for Saturday classes) of the class meetings may be assigned a grade of an "F" or withdrawn at the discretion of Amberton University.

PLAGIARISM POLICY:

Plagiarism is the presentation of someone else's work as though it were your own. If you use another person's words, ideas, or information; or if you use material from an outside source – whether a book, magazine, newspaper, business publication, broadcast, speech, or electronic media – you must acknowledge that source. Plagiarism is a violation of the University's code of student ethical conduct and is one that is taken seriously. Amberton University operates on an honor system; therefore, honesty and integrity are essential characteristics of all who are associated with the institution. All Amberton students are expected to abide by the honor system and maintain academic integrity in all their work. Amberton University and its instructors monitor student work for plagiarism and reserve the right to submit such work to technology-based plagiarism detection services and applications at any time.

Self-plagiarism means reusing work that you have already published or submitted for a class. It can involve:

- Resubmitting an entire paper
- Copying or paraphrasing passages from your previous work

Self-plagiarism misleads your readers by presenting previous work as completely new and original. Students may not submit the same paper in substance in two or more classes without prior written permission of the instructors involved.

Amberton University students who use Artificial Intelligence (AI) generated content must adhere to the following policies:

Originality: Students must avoid presenting AI generated content as their own original work. It is essential to acknowledge the involvement of AI in the content creation process in order to maintain academic and ethical standards.

Paraphrasing: When using AI generated content, students must rephrase and/or modify the generated text. Paraphrased AI generated content should also be properly cited.

Acknowledgement: When using AI generated content in any assignment, proper credit must be given to the AI system that generated the content. <https://apastyle.apa.org/blog/how-to-cite-chatgpt>

Students agree that by taking this course, all required assignments may be subject to submission for a textual similarity review to Turnitin.com for the detection of plagiarism and self-plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism in future papers. Use of Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com website.

Turnitin is a writing improvement and plagiarism prevention tool which uses special algorithms, to compare text-based student submissions to the Turnitin database and other online sources. Turnitin produces a detailed **similarity report** that can be customized and viewed by instructors and students.

Turnitin “Draft Coach” is a Google based add-on to Turnitin which supports students in developing high-quality academic writing; and serves as an integrity coach. Draft Coach helps address errors and improve the quality of student’s writing by highlighting grammar mistakes, identifying incorrectly cited sources, and scanning for similarity across several databases. By providing formative feedback on how to address citation issues, incorrect grammar, and matches with the Turnitin database, Draft Coach provides explanations to help students become more confident writers, capable of producing higher quality work both in academics and in the workplace.

COURSE OUTLINE AND CALENDAR:

Two question and answer Discussion Meetings will be held on Monday evenings at 6:00 p.m. Weeks 1 and 3. These meetings are on Zoom and can be accessed from any location. The meetings offer valuable opportunities to interact with classmates and Dr. Springer to discuss course material and ask questions. The first session will be 6:00 to 7:30 on the first Monday of the session. Course requirements, assignments, and expectations will be explained in depth. Attendance boosts student understanding, enables personal planning, and helps ensure success in the course. All assignments and due dates are available on the first day of the session. Late work is not acceptable. In emergency situations late assignments may be accepted with a 50% penalty for up to 7 days. NO EXCEPTIONS. This is a graduate level course. Graduate level work and professionalism will be expected at all times. By enrolling in this course, you are indicating that you have read and accepted Dr. Springer’s course requirements, agreed to meet all deadlines, and agreed to penalties assessed for work not completed on time.

Week	Topic	Assignment	Competencies Covered	Due Date
1	Chapter 1 Introduction to Professional Ethics Chapter 2 The Counselor as a Person and as a Professional Chapter 3 Values and the Helping Relationship	Chapters 1, 2, 3	1-19	Consult Moodle Calendar for all Assignments and Due Dates
2	Chapter 4 Multicultural Perspectives and Diversity Issues Chapter 5 Client Rights and Counselor Responsibilities	Chapters 4 and 5	1-19	Consult Moodle Calendar for all Assignments and Due Dates

3	Chapter 6 Confidentiality: Ethical and Legal Issues	Chapter 6	1-19	Consult Moodle Calendar for all Assignments and Due Dates
4	Chapter 7 Managing Boundaries and Multiple Relationships	Chapter 7	1-19	Consult Moodle Calendar for all Assignments and Due Dates
5	Chapter 8 Professional Competence and Training Chapter 9 Ethical Issues in Supervision	Chapters 8 and 9	1-19	Midterm Exam
6	Chapter 10 Issues in Theory and Practice	Chapter 10	1-19	Consult Moodle Calendar for all Assignments and Due Dates
7	Chapter 11 Ethical Issues in Couples and Family Therapy	Chapter 11	1-19	Consult Moodle Calendar for all Assignments and Due Dates
8	Chapter 12 Ethical Issues in Group Work	Chapter 12	1-19	Consult Moodle Calendar for all Assignments and Due Dates
9	Chapter 13 Community and Social Justice Perspectives	Chapter 13	1-19	Consult Moodle Calendar for all Assignments and Due Dates
10	Final Exam	Chapters 1-13	1-19	Final Exam

GRADING CRITERIA:

Weekly Assignments 70%

Mid-Term Exam 15%

Final Exam 15%

Graduate

92 – 100 A

82 – 91 B

72 – 81 C

62 – 71 D

Below 62 F

GRADE NOTIFICATION AND INSTRUCTOR FEEDBACK:

Students should review instructor feedback provided through Moodle or Amberton CampusWeb Portal. Final grades are processed approximately one week after the session and may be viewed through the student portal. Grades will not be released by phone or through unsecured channels. University instructors will not leave a message with comments or grades in any type of media that is not secure.

For questions regarding grades after the semester has ended, students should use their university email account and contact the instructor at the faculty email address as provided above in Professor Information area.

INCOMPLETE GRADES:

An "I" (Incomplete) grade is granted only at the professor's discretion for emergencies or illness.

Students have 30 days from the end of the session to complete the course requirements. If the conditions are not met within this 30-day window, the "I" automatically converts to an "F".

HOW TO WITHDRAW FROM A COURSE:

To be official, the class withdrawal must be in writing and signed by the student requesting the withdrawal; no withdrawal is accepted verbally. Please review the "Schedule of Classes" (online or in-print) for procedures for class changes or withdrawals and the refund policy and schedule.

COURSE DELIVERY METHODOLOGY:

This course is delivered through Moodle. Students are expected to have reliable internet access, basic computer skills, the ability to upload/download files, use Amberton email, and submit assignments in the required format. Students needing assistance should use the Amberton SSO support/ticket process.

HOW TO ACCESS YOUR COURSE:**SINGLE SIGN-ON (SSO) INSTRUCTIONS FOR AMBERTON UNIVERSITY**

Students should access Amberton systems through the Single Sign-On portal at <https://sso.amberton.edu>. After logging in, students can access Moodle, Amberton email, CampusWeb, and other assigned applications. Students who need help accessing SSO should submit a support request through the SSO support option or contact support@amberton.edu.

MOODLE TUTORIAL:

Upon successful log in and access to the Moodle learning platform, there is a Student Moodle Tutorial course available, to learn about the basics of Moodle. Simply click on the link for the Student Moodle Tutorial and read through the various learning topics: Navigating; Communicating; Assignments & Exams; Grades; and Student Resources.

COURSE COMMUNICATIONS:

Students will communicate with faculty through the Moodle Learning Platform or the Amberton University email system.

EMAIL COMMUNICATION

Students are expected to use their Amberton email account and Moodle for course communications. Students must use their official university email account for all university related communication and should check their Amberton emails regularly for course and university notices.

Upon completion of a session, all communication and course specific information is removed from the Moodle system. If a student needs to maintain a record of communications or assignments, the student is strongly encouraged to print out or download these items to a disk for their own records.

FORMAT AND SUBMISSION OF ASSIGNMENTS:

Assignments must be submitted through the appropriate Moodle assignment link unless otherwise directed by the instructor. Students are responsible for submitting files in the format required by the instructor.

INSTRUCTOR/COURSE EVALUATION:

Students will have the opportunity to complete an anonymous course and instructor evaluation near the end of the session. Instructions and dates will be provided through Moodle and/or Amberton email.

RESEARCH RESOURCES:

The Amberton Library provides access to full-text articles, peer-reviewed databases, and research tools, with options like Interlibrary Loan (ILL) and TexShare for items outside its collection. For research assistance, students can connect with library staff during operating hours via email (library@amberton.edu), phone (972-279-6511 ext. 185), "How-to" videos, live online chat, or in person at the Garland campus. The online library is available through Single Sign On (SSO).

MICROSOFT OFFICE 365 EDUCATION:

Amberton University students may access Microsoft 365 Education resources as provided by the university.

GOOGLE WORKSPACE FOR EDUCATION:

Amberton students are assigned a Google Workspace for Education account, including Amberton Gmail, Google Drive, Google Docs, Sheets, and Slides. Students should use their Amberton Google account for course-related work when required.