



Course Syllabus

Course title: Practicum 2

Class section: CFCS - 241 - X01

Term: 2025S

Course credits: 6

Total hours: 240

Delivery method: In-Person

Territorial acknowledgment

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Lək'wəŋən (Songhees and Kosapsum) and W̱SÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

Instructor details

Name: Robin Fast

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Course description

Course Description:

This practicum experience provides an opportunity for students to integrate and consolidate the knowledge, skills and values learned in the program.

Prerequisites:

All of:

- COM in CFCS 240

Pre or Co-requisites:

All of:

- C in CFCS 210
- C in CFCS 214
- C in CFCS 230 or CFCS 230B
- C in CFCS 250
- C in PSYC 256

Learning outcomes

Upon successful completion of the course the learner will be able to

- Use principles of social justice as a foundation for practice and to enhance the quality of life of children, youth, adults and families
- Work effectively and proactively within groups, systems and organizations to enhance the quality of services and resources for children, youth and adults
- Contribute to the development, implementation and evaluation of integrated support plans for children, youth and adults
- Demonstrate interpersonal competencies and establish and maintain positive working relationships with and between individual, families, community partners and the systems that support them
- Use knowledge of human and social development across the lifespan to effectively support children, youth, adults and families
- Collaborate with others to support children, youth and adults with diverse and changing emotional, physical and health care needs
- Practice ethically and responsibly and demonstrate a commitment to personal and professional accountability

Course materials

Each week, we will focus our seminar and discussions on current issues emerging from student practicum experiences and on the learning outcomes for the course. You will receive instructions on seminar preparation and class discussion requirements, when needed, for the following week's seminar, at the beginning of the week. Please have textbooks and notes from previous CFCS program courses available.

Course schedule

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Seminar Date	Activity or Topic	Assignments Due
Week 1 May 5 & 9	Introduction & Course Overview Review of Assignments and Goal Setting	Assignment 1 Learning Journal 1 Due May 8
Week 2 May 16	Self-care Trauma-informed Practice Emergent Topic & Student-Led Peer Support	Assignment 2 APIE Part 1 Due May 15
Week 3 May 23	Harm Reduction Midterm Preparation Emergent Topic & Student-Led Peer Support	Assignment 3 Learning Journal 2 Due May 22
Week 4 May 30	Trauma-informed Practice Emergent Topic & Student-Led Peer Support	Assignment 4 APIE Part 2 Due May 29 Assignment 5 Midterm Evaluation Learning Outcome Examples Due 2 days prior to Mid-point meeting with instructor and mentor
Week 5 June 6	Crisis Support Strategies Emergent Topic & Student-Led Peer Support	Assignment 6 Learning Journal 3 Due June 5
Week 6 June 13	Final Evaluation Preparation Emergent Topic & Student-Led Peer Support	Assignment 7 Learning Journal 4 Due June 12

Seminar Date	Activity or Topic	Assignments Due
Week 7 June 20	Learning Reflection Emergent Topic & Student-Led Peer Support	Assignment 8 APIE Part 3 Due June 19 Assignment 9 Final Evaluation Learning Outcome Examples Due 2 days prior to Final meeting with instructor and mentor

Assessment and evaluation

Competency based grading system

COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

Course guidelines and expectations

Assignments

Details of assignments will be provided in-class and/or posted in the “Assignment Details” folder in the Content tool on D2L.

All written assignments will be evaluated by the following criteria:

1. Insight: Depth of understanding and personal reflection evident
2. Writing Skill: grammar, spelling, and sentence structure and must follow APA guidelines unless indicated otherwise.
3. Assignments that are more than one week late may result in the student being required to discontinue at their practicum site until the assignment has been completed and submitted.

Course Completion

To achieve a COMPLETE for CFCS 241, students must:

- Receive Satisfactory ratings in all practicum objectives and learning outcomes, as determined by your instructor
- Attend and participate in weekly seminars
- Complete Learning Journals and other assignments and submit weekly
- Complete all assignments with a “satisfactory” grade (Assignments may be sent back for revisions if they are below satisfactory.)

Late Policy

Students may arrange with the instructor for an extension of an assignment 48 hours before the due date. Those with a

letter of Accommodation from the Centre for Accessible Learning (CAL) must have previously identified arrangements, as negotiated with the instructor at least 48 hours before the due-date time. Extensions must be negotiated by email.

If an original submission of an assignment does not achieve a mark of 60% or more, the student must re-submit to demonstrate knowledge and/or skill at a level of “C” or higher.

Attendance & Participation

Students are expected to arrive at class on time and be prepared to participate in discussions and activities. Practicum seminars are integral to the course, assisting in the development of the skills and knowledge required to meet the competencies for CFCS Diploma. Attendance and participation in class is required and the content is mandatory. Therefore, students are required to contact the instructor(s) in advance if they are unable to attend classes and will need to complete a Missed Class Assignment. Students are expected to attend all face-to-face classes. Classes are planned as a continuum for building the skill and knowledge required to meet the competencies for CFCS Graduates. Repeated absence from class will be discussed with the student and may jeopardize course completion if more than 15% of class time is missed. Evaluation of class participation and in-class activities includes:

- Consistent attendance with pre-class preparation, including completing assigned readings, activities, and assignments.
- Contributing to small and large group discussions in constructive and appropriate ways.
- Effective interpersonal communication skills including active listening and respectful dialogue.

When a student is absent from class they **must complete a Missed Class Assignment** to demonstrate an understanding of the class content and outcomes. It is the student’s responsibility to track the dates of classes missed and follow up with classmates about the missed content in a timely manner and complete the Missed Class Assignment before the next class.

School or departmental information

Students are required to read and are accountable for the College policies (outlined below) and practicum guidelines as described in the School of Health and Human Services (HHS) and program handbooks.

[CFCS Program Handbook](#)

Clinical and Practice Placements in HHS

<https://camosun.ca/programs-courses/school-health-and-human-services/hhs-programs/practicums>

School of Health and Human Services (HHS)

<https://camosun.ca/programs-courses/school-health-and-human-services/information-health-and-human-services-students-1#top>

HHS Program Handbooks

<https://camosun.ca/programs-courses/school-health-and-human-services/information-health-and-human-services-students-1#program>

College policies and student responsibilities

The college expects students to be responsible, respectful members of the college community. Responsible students meet expectations about attendance, assignments, deadlines, and appointments. They become familiar with academic policies and regulations, and their rights and responsibilities.

College policies are available online at the [Policies and Directives](#) page. Academic regulations are detailed on the [Academic Policies and Procedures for Students](#) page.

Policies all students should be familiar with include the [Academic Integrity Policy](#). This policy expects students to be honest and ethical in all aspects of their studies. It defines plagiarism, cheating, and other forms of academic dishonesty. Infractions of this policy can result in loss of marks or a failing grade. To learn more about plagiarism and cheating, including the use of artificial intelligence, review the [Academic Integrity Guide](#).

The [Academic Accommodations for Students with Disabilities Policy](#) defines how Camosun provides appropriate and reasonable academic accommodations. The Centre for Accessible Learning (CAL) coordinates academic accommodations. Students requiring academic accommodations should request and arrange accommodations through CAL. Contact CAL at least one month before classes start to ensure accommodations can be put in place in time. Accommodations for quizzes, tests, and

exams must follow CAL's booking procedures and deadlines. More information is available on the [CAL website](#).

Students must meet the grading and promotion standards to progress academically. More information is available in the [Grading Policy](#).

The college uses two grading systems. A course will either use the standard letter grade system (A+ to F) or a competency-based approach with grades of complete, completed with distinction or not completed. Visit the [Grades/GPA page](#) for more information.

Students must meet the college's academic progress standards to continue their studies. A student is not meeting the standards of progress when a GPA falls below 2.0. The college offers academic supports for students at risk of not progressing. The [Academic Progress Policy](#) provides more details.

If you have a concern about a grade, contact your instructor as soon as possible. The process to request a review of grades is outlined in the [Grade Review and Appeals Policy](#).

The [Course Withdrawals Policy](#) outlines the college's requirements for withdrawing from a course. Consult the [current schedule](#) of deadlines for fees, course drop dates, and tuition refunds.

If students experience a serious health or personal issue, they may be eligible for a [medical or compassionate withdrawal](#). The [Medical/Compassionate Withdrawal Request Form](#) outlines what is required.

The [Acceptable Technology Use](#) policy ensures the use of the college network and computers contribute to a safe learning environment. This policy also applies to the use of personal devices with the college network.

Students experiencing sexual violence can get support from the Office of Student Support. This Office of Student support is a safe and private place to discuss supports and options. More information is available on the [sexual violence support and education site](#). Students can email oss@camosun.ca or phone 250-370-3046 or 250-370-3841.

The [Student Misconduct Policy](#) outlines the college's expectations of conduct. Students should behave to contribute to a positive, supportive, and safe learning environment.

The [Ombudsperson](#) provides an impartial, independent service to help students understand college policies.

Services for students

Successful students seek help and access college services. These services are recommended to make the most of your time at college.

Services for Academic Success

- [Career Lab](#): Connects students with work-integrated learning experiences, including co-op placements and career fairs.
- [English, Math, and Science Help Centres](#): Get one-on-one help with homework.
- [Library](#): Get help with research, borrow materials, and access e-journals and e-books. Libraries at both campuses provide computers, individual and group study spaces.
- [Makerspace](#): A place to innovate, collaborate, and learn new skills and technology in a fun, dynamic, inclusive environment.
- [Writing Centre & Learning Skills](#): Get assistance with academic writing or meet with a learning skills specialist for help with time management, preparing for exams, and study skills.

Enrolment, Registration, and Records

- [Academic Advising](#): Talk to an academic advisor for help with program planning.
- [Financial Aid and Awards](#): Learn about student loans, bursaries, awards, and scholarships.
- [Registration](#): Get information about Camosun systems, including myCamosun, and college policies and procedures.
- [Student Records](#): Get verification of enrolment to access funding, request a transcript, or credential.

Wellness and Cultural Supports

- [Counselling](#): It's normal to feel overwhelmed or unsure of how to deal with life's challenges. The college's team of professional counsellors are available to support you to stay healthy. Counselling is free and available on both campuses. If you need urgent support after-hours, contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.
- [Centre for Indigenous Education and Community Connections](#): Provides cultural and academic supports for Indigenous students.
- [Camosun International](#): Provides cultural and academic supports for international students.
- [Fitness and Recreation](#): Free fitness centres are located at both campuses.

For a complete list of college services, see the [Student Services](#) page.

Changes to this syllabus

Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change the course content or schedule. When changes

are necessary the instructor will give clear and timely notice.