

Standards for Digital Delivery Substantive Change Report

CACREP 2016 Standards

THE INSTITUTION

Standard 1.C

Provide evidence that the institution is committed to providing sufficient financial support to ensure continuity, quality, and effectiveness in program's digital delivery learning environments.

Standard 1.F

Provide evidence that learning resources are appropriate for and accessible to digital delivery program students and faculty.

Standard 1.G

Provide evidence of sufficient technical support for digital program delivery to all counselor education program faculty and students to ensure access to information systems for learning, teaching, and research related to digital delivery.

Standard 1.H

Provide evidence that the institution provides information to students in digitally delivered programs about personal counseling services provided by professionals other than counselor education program faculty and students.

Standard 1.I

Provide evidence that digital delivery platforms comply with legal and ethical requirements.

THE ACADEMIC UNIT

Standard 1.L

Provide evidence of Entry-level admission decision recommendations are made by the academic unit's selection committee and include consideration of each applicant's (1) relevance of career goals, (2) aptitude for graduate-level study in a digitally delivered program, (3) potential success in forming effective counseling relationships, and (4) respect for cultural differences.

Standard 1.M

Provide evidence that before or at the beginning of the first term of enrollment in the academic unit, the program provides a new student orientation during which a student handbook is disseminated in accessible digital format and discussed. Students' ethical and professional obligations and personal growth expectations as counselors-in-training are explained, eligibility for licensure/certification is reviewed for the states in which the digitally delivered program is offered, digital delivery technology requirements are explicitly stated, and authentication

process, requirements and costs for students associated with requirements for digital delivery program enrollment are discussed.

Standard 1.N

Provide evidence that the student handbook includes a section specific to the navigation of digital delivery program expectations and the required learning management system.

Standard 1.O

Provide evidence of how the policy for student retention, remediation, and dismissal from the program will be implemented for digitally delivered programs in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 1.P

Provide evidence that all students enrolled in a digitally delivered program have an assigned advisor at all times during the program who helps them develop a planned program of study.

Standard 1.Q

Provide evidence of strategies employed to create an inclusive learning community for digital delivery program students.

Standard 1.V

Provide evidence there is sufficient clerical assistance to support the workload of digital faculty and program activities.

FACULTY AND STAFF

Standard 1.Y

Provide evidence that core faculty in the digital programs have the authority to determine or give final approval to the program curricula and operational and procedural policies for the program.

Standard 1.BB

Provide evidence that all core and noncore faculty have relevant preparation in relation to digital delivery of courses they teach.

PROFESSIONAL COUNSELING IDENTITY

Standard 2.D

Provide evidence that digital course syllabi are available for review by all enrolled and prospective students that outline digital program requirements to monitor academic engagement, digital accessibility and regular and substantive interaction between students and instructors either through asynchronous or synchronous delivery.

Standard 2.E

Provide evidence that current counseling-related research is infused in the digital program curriculum.

Standard 2.F

Document where each of the lettered standards listed (1-8) is covered in the digital program curriculum.

PROFESSIONAL PRACTICE**Standard 3.B**

Provide evidence of supervision of practicum and internship students in digitally delivered programs including program-appropriate audio/video recording and/or live supervision of student interactions with clients using a digital platform in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.C

Provide evidence of formative and summative evaluations of the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.H

Provide evidence that practicum students in digitally delivered programs have weekly synchronous interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the practicum using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.I

Provide evidence that practicum students in digitally delivered programs participate in an average of 1½ hours per week of synchronous group supervision on a regular schedule throughout the practicum using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.L

Provide evidence that Internship students in digitally delivered programs have weekly synchronous interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the internship using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.M

Provide evidence that Internship students in digitally delivered programs participate in an average of 1½ hours per week of group supervision on a regular synchronous schedule throughout the internship using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 3.N

Provide evidence that counselor education program faculty members serving as individual/triadic or group practicum/internship supervisors for students in entry-level programs have relevant training and experience in supervision using a digital platform.

Standard 3.P

Provide evidence that site supervisors have relevant training in counseling supervision using a digital platform.

Standard 3.Q

Provide evidence that orientation, consultation, and professional development opportunities are provided by counselor education program faculty to site supervisors using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

EVALUATION OF THE PROGRAM**Standard 4.A**

Provide evidence of how the program will implement a documented, empirically based plan for systematically evaluating the program objectives, including student learning in a digitally delivered program in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4. C

Provide evidence that the counselor education program faculty provide evidence of the use of program evaluation data to inform program modifications for digitally delivered programs.

Standard 4.F

Provide evidence of how the counselor education program faculty systematically assesses students in a digitally delivered program's progress throughout the program by examining student learning in relation to a combination of knowledge and skills in a digitally delivered environment and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4.G

Provide evidence of how the counselor education program faculty systematically assesses each student's professional dispositions in a digitally delivered program throughout the program in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4.H

Provide evidence that the counselor education program faculty has a systematic process in place for the use of individual student assessment data in relation to retention, remediation, and dismissal in a digitally delivered program and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4.I

Provide evidence that written procedures for administering the process for student evaluations of faculty are available to the counselor education program faculty in a digitally delivered program and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4.J

Provide evidence that students have regular, systematic opportunities to formally evaluate

counselor education program faculty in a digitally delivered program and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 4.K

Provide evidence that students have regular, systematic opportunities to formally evaluate practicum and internship supervisors in a digitally delivered program and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Doctoral Standards

Standard 6.A.2

Provide evidence of how the digitally delivered program (a) extends the knowledge base of the counseling profession in a climate of scholarly inquiry, (b) prepares students to inform professional practice by generating new knowledge for the profession, (c) supports faculty and students in publishing and/or presenting the results of scholarly inquiry, and (d) equips students to assume positions of leadership in the profession and/or their area(s) of specialization.

Standard 6.A.3

Provide evidence that doctoral program admission criteria include (a) academic aptitude in a digitally delivered program for doctoral-level study; (b) previous professional experience; (c) fitness for the profession, including self-awareness and emotional stability; (d) oral and written communication skills; (e) cultural sensitivity and awareness; and (f) potential for scholarship, professional leadership, and advocacy.

Standard 6.B

Provide evidence of where standards for each of the five doctoral core areas of counseling (6.B.1.a-f), supervision (6.B.2.a-k), teaching (6.B.3.a-i), research and scholarship (6.B.4.a-l), and leadership and advocacy (6.B.5.a-l) are covered in the digitally delivered program curriculum.

Standard 6.C.3

Provide evidence that individuals serving as practicum supervisors have relevant training in counseling supervision using a digital platform in addition to requirements (1), (2), and (3) of this standard.

Standard 6.C.4

Provide evidence that doctoral students in a digitally delivered program participate in an average of one hour per week of individual and/or triadic synchronous supervision throughout the practicum using a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.). When individual/triadic supervision is provided by the counselor education program faculty, practicum courses should not exceed a 1:6 faculty:student ratio.

Standard 6.C.5

Provide evidence that digitally delivered group supervision is provided on a synchronous regular schedule with other students throughout the practicum by a counselor education program faculty member using a digital platform and in accordance with all current legal/ethical requirements

(HIPAA, FERPA, etc.). Group supervision of practicum students should not exceed a 1:12 faculty:student ratio.

Standard 6.C.8

Provide evidence that during digitally delivered internships, the student receives an average of one hour per week of individual and/or triadic synchronous supervision, performed by a supervisor with a doctorate in counselor education or an individual with a graduate degree and specialized expertise to advance the student's knowledge and skills a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).

Standard 6.C.9

Provide evidence that during digitally delivered synchronous group supervision is provided on a regular schedule with other students throughout the internship and must be performed by a counselor education program faculty member a digital platform and in accordance with all current legal/ethical requirements (HIPAA, FERPA, etc.).