

Policy Name:	Short Term Model and Session Limits
Date Modified:	7/2015
Date Approved:	7/2015

Short Term Model and Session Limits Policy

Policy:

- a. There are no formal limits on the number of individual, workshops or group sessions a student may participate in; however students needing longer-term or more intensive psychotherapy or psychiatric services will be referred out to the community.
- b. Short Tem Model
 - i. While there are no restrictions, CAPS strongly adheres to a short-term therapy model.
 - ii. CAPS utilizes a model in which clinician’s varied theoretical orientations determine the evaluation of a client’s presenting issues. Further, this evaluation should lead to case conceptualization directing the selection of a therapeutic orientation leading toward specific objectives and interventions resulting in accomplishing the agreed upon treatment goals.
 - iii. This collaboration on a circumscribed treatment goal should be done early and primarily focus on the client’s outcome goals that feels within the scope of our practice.
- c. Review of Treatment Clinical Services Committee will recommend implementation timeframe
 - i. When a client reaches 13 sessions, therapists should consider the circumstances that would warrant more than 15 sessions with this client.
 - ii. If so, the therapist will provide:
 - 1) A brief explanation of presenting problem, case conceptualization, and treatment plan and current position, from the therapist (Brief, 1 paragraph).
 - 2) An explanation of presenting problem, treatment plan and accomplishment from the client. (Brief, 1 paragraph)
 - 3) A statement of justification for more sessions and explanation of goals to be accomplished from the client.
 - iii. The CRC would then make recommendations to the clinician about session goals, client motivation, therapeutic recommendations and direction.
 - 1) CRC should keep in mind the number of clients needing to get into CAPS and continuity of care issues all within the scope and mission of CAPS.
 - iv. Clients will be examined after each set of 15 sessions.
 - v. If a client fails to show for two consecutive sessions or if the client reschedules three sessions, the client file will be made inactive and the client will be required to speak to the counselor if the client attempts to reschedule.
 - vi. Clients who do not keep their appointments, clients who do not call to cancel or reschedule, and clients who “no show” on several occasions may be terminated at the discretion of the clinician, clinician’s supervisor or the Clinical Director
 - 1) Additionally, they may be required to speak to the therapist before they may be allowed to reschedule.

Policy Name:	Short Term Model and Session Limits
Date Modified:	7/2015
Date Approved:	7/2015

- d. Exceptional Circumstances, Medical Withdrawal
 - i. In severe psychological emergencies in which withdrawal from school for the current semester is essential, a "medical withdrawal" can be facilitated through the Dean of Students' Office.
 - ii. The Clinical Director will provide documentation of visits for students who request this documentation as part of a petition when the counselor of record is no longer at CAPS.
 - 1) The Clinical Director will be limited to the specific contents of the clinical record in their ability to make any determination about the specific case.
 - 2) The Clinical Director should not speculate beyond this information.
 - iii. The supervisor of record will provide documentation of visits for students who request this documentation as part of a petition when the graduate student-counselor of record is no longer at CAPS.
 - 1) As with the Clinical Director, the supervisor should not speculate beyond the contents of the clinical record.
 - 2) If the supervisor has *specific* recollection of the case details, they may provide further information not included in the clinical record.
 - iv. CAPS does not automatically provide supportive documentation for all petitions. It is necessary for a student to consult with a counselor in order for the counselor to determine whether circumstances warrant CAPS advocacy with a possible petition.
- e. Academic Withdrawals or Suspensions
 - i. Occasionally a student will be attempting to drop classes from his/her past record based on a previous psychological condition.
 - ii. Unless the student has a client record at CAPS, retrospective assessments of psychological functioning are not possible. We can only comment on current functioning. In some circumstances, we can comment on impact of a past event (e.g., delayed grief or PTSD).
- f. International students seeking to reduce course load.
 - i. Petitions to reduce an academic load are approved only if there are "extenuating circumstances," i.e., circumstances "beyond the ordinary" that prohibit a student from being able to perform up to par. "Psychological" or "mental health" reasons can be acceptable extenuating circumstances. In most cases evaluating petitions is the job of the Petitions Committee and/or various academic advising units.
 - ii. Extreme care should be taken when providing documentation for a reduction in course load. A reduction in course load can impact a student visa status. Student should consult with the International Student Support Office prior to petitioning for a course reduction
 - iii. No petition letters will be written by CAPS unless the client has been an ongoing client prior to the time of the request.