Syllabus for Neuropsychological Assessment: Fixed Battery
PSYC 5358
Summer, 2016
Tuesday 6:00 – 8:45 PM
Room BEP 218

Instructors: Stephen K. Martin, Ph.D.  
Teaching Assistant: Chris Guy
Holly Phelps, MS

A student at UT-Tyler is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Contact Information:  
smartin@etxneuropsych.net * (best contact option)  
Holly_Phelps@outlook.com* (best contact option)  
Dr. Martin’s Work Number: 903-258-9938  
Holly’s Cell Number: 903-330-8865  
Chris’ Cell: 903-571-8838

Office Hours will be by Appointment ONLY

Student Learning Outcomes (SLO): At the end of the semester students will be able to: 1) Identify the theory and rationale of the Halstead-Reitan Battery (HRB) and the Neuropsychological Assessment Battery (NAB). 2) Conduct correctly and accurately the administration and scoring of all tests contained within the HRB battery & NAB. 3) Generate and state basic interpretation principals using the HRB (& NAB as time allows).

Texts: Selected pages from “The Halstead-Reitan Neuropsychological Test Battery”, 2nd edition, Reitan & Wolfson, 1993. Reading material for this course will be available on Blackboard (details located at end of syllabus). Please utilize and maintain a small/medium 3-ring binder, complete with the reading handouts and other class related materials.

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<th>Course Schedule (subject to change)</th>
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<td><strong>Week 1</strong></td>
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<td><strong>Tuesday, May 24, 2016</strong></td>
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Grades will determined in the following manner:

HRB Video – 25%
Mid-term Exam – 30%
Final Exam – 30%
NAB Administration Protocols – 15%
Extra Credit: NAB Screening Module Video – Up to 5 points added to final grade

Scoring Criteria for Videos:
The following criteria will be used to score each video:

1. Directions – score is based on verbatim repetition of directions.  
   .10 point deducted for each word omitted.
2. Mechanics – score is based on correct administration of tests.  
   5 points deducted for each mistake.
3. Protocols – score is based on correctly marking and scoring the test protocols.  
   5 points deducted for each mistake.
4. Overall – overall impression of test administration.  
   For each ‘section’ points will be deducted from 100 and will then be averaged together in the following manner:
   Directions 60%  Mechanics 15%  Protocols 15%  Overall 10%

The HRB & NAB video materials will be made available at the Robert R. Muntz Library at UT-Tyler. Students will not be allowed to remove the materials from the library, and must use a room INSIDE of the library to practice and to administer the tests while being recorded. Students will be required to turn in videos of their test administrations on time.

Reservations for the materials can be made using Google Calendar: www.google.com/calendar  
User name & Password will be provided

Once you are in the calendar click and drag on a time, a box will open up where you will type in your name to reserve your spot. After you are finished, please be sure to sign out of the calendar.

Although attendance is not counted toward your grade, it is strongly recommended that you attend class each week, as this is the only time that test administration will be demonstrated.

Accessing Reading Material: BlackBoard
University Policies:

Students Rights and Responsibilities
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: http://www.uttyler.edu/wellness/rightsresponsibilities.php

Grade Replacement/Forgiveness and Census Date Policies
Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at http://www.uttyler.edu/registrar. Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.
Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.
The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:
- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).
Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability Services
In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact the Disability Services office in UC 3150, or call (903) 566-7079.

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement:
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.
Emergency Exits and Evacuation:
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct
Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.
(i) “Cheating” includes, but is not limited to:
• copying from another student’s test paper;
• using during a test, materials not authorized by the person giving the test;
• failure to comply with instructions given by the person administering the test;
• possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
• using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
• collaborating with or seeking aid from another student during a test or other assignment without authority;
• discussing the contents of an examination with another student who will take the examination;
• divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
• substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
• paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program, or information about an unadministered test, test key, homework solution or computer program;
• falsifying research data, laboratory reports, and/or other academic work offered for credit;
• taking, keeping, misplacing, or damaging the property of U. T. Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and,
• misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
(ii) “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.
(iii) “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

College of Education and Psychology Mission Statement
The mission of the College of Education and Psychology is to provide a positive environment that fosters the acquisition of knowledge and skills. The mission is individually and collectively realized through a community of scholars that contributes to knowledge through scholarly inquiry; organizes knowledge for application, understanding and communication; and provides leadership and service.

Vision
The College of Education and Psychology is nationally recognized and respected for its academic programs and opportunities. It is a center of excellence in scholarly inquiry and public service, as well as an agent for improving the cultural and economic conditions in the region.
**Clinical Psychology Program Mission Statement**
The Master of Science in Clinical Psychology is intended to educate students in the scientific bases, diagnostic, assessment and therapeutic methods, philosophies, skills and ethics of clinical psychology to prepare them for roles in clinical practice and research. Students may complete a general Clinical Psychology program, or a specialization in either Clinical Neuropsychology or School Psychology. Based on the student’s chosen specialization, the program provides the necessary coursework foundation for various state licensures to include the Licensed Professional Counselor, Licensed Psychological Associate, and Licensed Specialist in School Psychology. The Clinical Psychology core curriculum outcomes are aligned with national standards for master’s level programs in applied psychology, from the Masters in Psychology Accreditation Council (MPAC).

**Clinical Psychology M.S. Program Learning Outcomes may be found at**
http://www.uttolester.edu/psychology/ClinicalPsychPLO