

PROGRAM CATALOG

2020 - 2021



Funded by the Orange County Health Care Agency through the
Mental Health Services Act: Workforce Education & Training



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(714) 244-4322 | www.pcrei.org

Monday – Thursday: 9 a.m. – 9 p.m.

Friday: 9 a.m. – 3 p.m.

2020-21 ACADEMIC HOLIDAYS (CAMPUS CLOSED):

Labor Day – September 7

Veterans Day – November 11

Thanksgiving Holiday – November 26-27

Christmas Holiday – December 24-25

New Year’s Day – January 1

Martin Luther King Day – January 18

President’s Day – February 15

Cesar Chavez Day – TBD (March)

Memorial Day – May 31

Independence Day – July 5

REI SEMESTER START & END DATES:

Fall Semester August 17 – December 17, 2020

Spring Semester January 4 – May 27, 2021

Summer Semester May 31 – August 13, 2021



Funded by the Orange County Health Care Agency through the Mental Health Services Act: Workforce Education & Training

The Recovery Education Institute assists students in reaching their personal educational goals at NO COST to eligible students. Classes prepare students to enter certification programs, vocational programs and/or college settings. At REI, students develop the personal and academic skills necessary to succeed with their education.

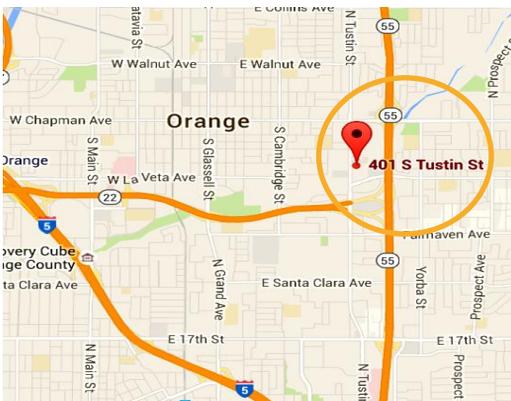
MISSION STATEMENT

Offers educational opportunities for adults with personal or family behavioral health experiences. As part of the recovery model, education nurtures hope and supportive relationships. Through education, REI seeks to further students' sense of self and feelings of empowerment. REI encourages students to continue along their recovery path.

OBJECTIVES

- Provide mental health training services to students as they move to higher levels of recovery and increase participation in the public education system.
- Offer training services that are consumer-driven and provided by qualified instructors.
- Provide college accredited courses and certification courses.
- Provide trainings for professionals.

VISIT US



ELIGIBILITY

- Age 18 or over.
- Orange County resident.
- Lived/living with a behavioral health condition and/or have a family member who lives with a behavioral health condition.

LANGUAGES SERVED

- English
- Spanish

ADMISSIONS PROCESS

Call to make a registration appointment and meet with an Academic Advisor before attending classes. Students can register for classes with their assigned Academic Advisor by completing the following steps:

- Fill out student contact form
- Complete demographic form
- Receive a student ID card
- Attend academic advisement meeting
- Participate in a student assessment
- Register for classes
- Review and sign Student Code of Conduct

Students must see their assigned Academic Advisor before attending class. Walk-in openings for student assessments are not guaranteed, appointments are preferred.

STAFF DIRECTORY

<p>VICTORIA RIVETT, MA Education Director vrivett@pacificclinics.org</p>	<p>AKIA HARDY, MA Assistant Education Director ahardy@pacificclinics.org</p>
<p>ANNIE MEDINA, BA Academic Advisor anmedina@pacificclinics.org Bilingual - Spanish</p>	<p>JENNIFER TIPAN, MA Academic Advisor jtipan@pacificclinics.org Bilingual - Spanish</p>
<p>ANGELICA CEJA, MA Academic Advisor aceja@pacificclinics.org Bilingual - Spanish</p>	<p>LEAH PERKINS, BA Success Coach lperkins@pacificclinics.org</p>

STUDENT SUPPORT TEAM

To assist with student success at REI, all students are initially assigned a “Student Support Team” that consists of an Academic Advisor and a Success Coach.

Students may be assigned additional Success Coaches to assist in conjunction with a college-credit class.

ACADEMIC ADVISEMENTS

Academic advisement sessions consist of an overall assessment of students needs and goals for the future in order to determine academic interests.

During an academic advisement session, students register for classes and set-up future meetings with their Academic Advisor to identify academic goals.

ACADEMIC ADVISORS	SUCCESS COACHES
Set long-term educational goals	Set short-term educational goals
Apply for colleges	Tutoring
Register/add/drop classes	In-class supportive services
Assist with Financial Aid applications	Assist in course planning
Education and career advisement	Organization and time management
Provide pre-vocational skills through workshop	Assist in overcoming barriers and struggles
Referral resources	Peer mentoring
Assess barriers and accommodations	Provide skills through workshops

CODE OF CONDUCT

The Student Code of Conduct addresses attendance, participation and behavior standards for all students at Recovery Education Institute. Students are responsible for regulating their own conduct and for respecting the rights and privileges of others.

Students are expected to conduct themselves in a manner compatible with the function of REI as an educational institution and respect and obey all civil and criminal laws.

ATTENDANCE

Regular attendance is important to the education process and supports student success and achievement. Instructors will discuss attendance and tardiness requirements for each workshop or course. Students are expected to follow these guidelines.

1. Must wear issued photo ID badges in plain view for staff and others to observe while on campus.
2. If unable to attend class, the student should notify REI and/or the course instructor in a timely manner.
3. Students tardy in excess of 15 minutes will be considered absent at the instructor's discretion.
4. If a student misses class, he or she may be contacted by REI staff to offer support and assistance.
5. Students missing one or more classes can be dropped from the workshop/course. To register, students should contact their Academic Advisor.

PARTICIPATION

Active participation in REI workshops and classes is expected of each student. Instructors can adjust activities based on the needs of students, so students should communicate these needs with instructors.

Students who receive services from the Department of Rehabilitation (DOR) must agree to have REI staff contact a DOR counselor to discuss student's academic plan. REI staff is available to assist students in developing skills in active classroom participation.

CLASSROOM & CAMPUS BEHAVIOR

Students are expected to behave in a manner conducive to a supportive educational atmosphere.

Any disruptive or disrespectful behaviors, or those behaviors perceived by others as disruptive or disrespectful, will be immediately addressed by REI staff.

1. Respectful behavior toward staff and students expected at all times. Behaviors that are in any way perceived to be disruptive, profane, vulgar, harassing, threatening or abusive are not permitted.
2. Smoking is permitted in designated areas.
3. The possession or use of any firearms, explosives, dangerous chemicals, weapons or other potentially harmful implements/substances while on the REI campus is prohibited.
4. This is a drug free campus. Use, possession, or distribution of alcoholic beverages and/or illegal narcotics/drugs on the REI campus is prohibited.
5. Cheating, plagiarism, and copying from another student's test, paper, or other academic assignment is a violation of the Student Code of Conduct.
6. Performing obscene or inappropriate acts on the REI campus is prohibited.

***FAILURE TO COMPLY WITH THE EXPECTATIONS LISTED ABOVE MAY RESULT IN SUSPENSION AND/OR TERMINATION FROM PARTICIPATION IN THE PACIFIC CLINICS RECOVERY EDUCATION INSTITUTE.**

REI offers many resources including Chromebook and textbook loans (based on availability), computer lab and library/study room.

LIBRARY & COMPUTER LAB POLICIES

- Respect others
- Work quietly
- No food or drinks allowed in lab
- Log off when done
- Visit only approved internet sites for educational purposes
- Students are expected to follow rules at all times
- Leave computer volume off or use headset (headsets can be borrowed at the front desk with a picture ID)

COMPUTER LAB HOURS:

Monday - Thursday
4 p.m. – 6 p.m.

LIBRARY HOURS:

Monday - Thursday
9 a.m. – 9 p.m.
Friday
9 a.m. – 3 p.m.

LAPTOP, BOOKS & DVD LOANS

To be eligible for a laptop, REI students must be enrolled in a college course and complete an application.

Laptops, books and DVDs may be borrowed from REI students in good standing and while supplies last. All laptops, books, DVDs must be arranged with your Academic Advisor.

Students are responsible for returning all borrowed materials after the allotted time. If a laptop, book or DVD is not returned, the student will not be permitted to check out other supplies for the remainder of the semester and possibly the following semesters.

All technology resources on campus are reserved for the use of active students only, who are currently enrolled in classes and workshops at REI.

THESE RULES AND HOURS ARE SUBJECT TO CHANGE WITHOUT NOTICE. FAILURE TO COMPLY MAY RESULT IN THE SUSPENSION AND/OR LOSS OF COMPUTER/BOOK/DVD RENTAL PRIVILEGES.

REI Student Government

Student Government at REI is an extracurricular activity intended to enhance students' education experience and complement the leadership development workshops with seven campus events and other opportunities.

WHY JOIN

Joining student government offers unique opportunities to develop leadership, communication, critical thinking and organizational skills for students looking to grow and advance themselves personally and to apply in any field.

WORKSHOPS OFFERED

- Student Leadership Fundamentals
- Communicative Skills
- Advocating for a Cause
- Event Planning

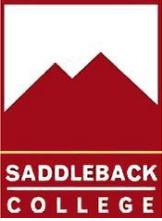
ACTIVITIES

REI offers seven on-campus events per year as follows:

- Welcome Back-to-School Pizza Party (August)
- Fall Harvest Celebration (October)
- Multicultural Holiday Celebration (December)
- Student Appreciation (February)
- Spring Fest (March)
- Cultural Diversity Fair (May)
- Ice-Cream Social (June)

HOW TO BECOME A PART OF STUDENT GOVERNMENT:

To join the REI student government program, please contact the REI receptionist at (714) 244-4322 to make an appointment with the Asst. Director, Akia Hardy.



SADDLEBACK COMMUNITY COLLEGE

Students taking college classes will be dual-enrolled with the community college. For these courses, REI students are held to the same standards and regulations as the corresponding college. New students may be placed on a waitlist before taking a course due to high demand.

SADDLEBACK HUMAN SERVICES CERTIFICATE PROGRAM REQUIREMENTS:

- Make an appointment with an REI Academic Advisor for an advisement session
- Complete online Saddleback application with Academic Advisor
- Optional: Apply for Financial Aid
- Optional: Apply for Disabled Student Programs & Services (DSPS)
- Meet with Asst. Education Director for program expectations
- Attend College Orientation Workshop



Santiago Canyon College

SANTIAGO CANYON COLLEGE

Santiago Canyon College offers a variety of Associate of Arts degrees. In planning a program for transfer, it should be noted that transfer requirements for both a major and general education vary widely. Hence, it is recommended that the student review the catalog of the school of transfer and consult with counseling staff at Santiago Canyon College to plan transfer objectives. Every semester, REI offers a different set of courses based in the social sciences and humanities. For examples of general education courses offered in the past, see **page 12**.

GENERAL EDUCATION ENROLLMENT PROCEDURE:

- Make an appointment with an REI Academic Advisor for an advisement session
- Complete online Santiago Application with Academic Advisor
- Schedule a Success Coach appointment to set up WebAdvisor
- Attend College Orientation Workshop

Mental Health Worker Certificate 29 Units



The Mental Health Worker program is designed to educate students to understand cultural competency, skills needed for clients and family members to enter the public mental health workforce, benefits acquisition, the recovery model, co-occurring disorders and integrated services, early identification of mental illness and evidence-based practices.

HS 100* - Intro to Human Services

HS 120* - Human Dev. Soc. Environ.

HS 140* - App. Grp. Leadership

HS 176 - Co-Occurring Disorders

HS 105 - Ethical Issue Clients Right

HS 131 - Multicultural Diversity

HS 174 - Case Admin. Crisis Intervention

HS 177 - Family Dynamics of Abuse

HS 220 - Benefits & Entitlement

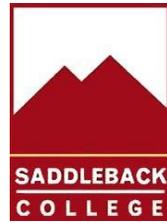
MHW Cooperative Work Experience (CWE) 180 - 2 units

*Prerequisites (Human Services [HS] core courses) to HS 110 Fieldwork and Seminar I.

HS Core courses: HS 100, HS 120, HS 140, HS 170, and HS 105 (formerly HS 285).

The order of taking courses is recommended, but not required. Refer to REI's current semester Schedule of Classes for up-to-date scheduling information.

Please note, REI does not cover the cost of the internship course CWE 180, however students can apply for FAFSA or the CCPG.



Alcohol and Drug Studies Certificate 40 Units

The student integrates theory and practical experience in developing skills necessary to work with the alcohol and drug misuse populations and families of chemically-dependent persons.

HS 100*- Intro to Human Services
HS 120*- Hum Dev. Soc. Environ.
HS170*- Alcohol & Drugs. In Soc.
HS171 - Sub. Abuse Intervention
HS101*- Addiction Counsel Skills
HS 140*- App. Grp. Leadership/Proc.
HS 174 - Case Admin. Crisis Int.
HS 176 - Co-Occurring Disorders
HS 105* - Ethical Issue Client Right
HS 110 - Field Inst. & Sem I
HS 172 - Phys. Effects/Alc. & Drugs
HS 150 - Field Inst. & Sem II

Choose One Restricted Electives
HS 131, HS 177, HS 220

*Prerequisites (Human Services [HS] core courses) to HS 110 Fieldwork and Seminar I.

HS Core courses: HS 100, HS 120, HS 140, HS 170, and HS 105 (formerly HS 285).

The order of taking courses is recommended, but not required. Refer to REI's current semester Schedule of Classes for up-to-date scheduling information.

Please note, REI does not cover the cost of the internship course CWE 180, however students can apply for FAFSA or the CCPG.

The Alcohol and
Drug Studies
Program is
Accredited by the
California
Association of
Alcohol and Drug
Educators
(CAADE)



General Education Courses

REI has offered the following college credit general education courses:

- Introduction to Philosophy 106
- Philosophy 108: Ethics
- Philosophy 120: Intro to Social & Political Philosophy
- Philosophy 118: History of Philosophy

- Introduction to Psychology 100
- Lifespan Psychology 160
- Psychology 230: Psychology and Effective Behavior
- Psychology 240: Intro to Social Psychology
- Counseling 101: Educational, Personal, Cultural and Career Exploration
- Anthropology 100: Intro to Cultural Anthropology
- Introduction to Sociology 100
- Sociology 130: Relationships, Marriages & Family Dynamics

- Political Science 101: American Govt & Politics
- Communication 100: Intro to Interpersonal Communication
- Communication 120: Intercultural Communication
- Communication 110: Public Speaking

- Business 121: Human Relations & Organizational Behavior
- Management 122: Business Communications
- Computer 100: The Computer and Society

- Music Appreciation 101
- Gender, Sexuality and Women's Studies 101
- Nutrition & Food 115

NOTE ON GENERAL EDUCATION COURSES

Courses partially fulfill the requirements for an associate degree at Santiago Canyon College. Please consult with your counselor to develop an education plan that includes major and elective courses which are needed to complete the degree.

Peer Support Specialist Training Program

Offered three times a year for a total of 54-hours, the Peer Support Specialist training will equip graduates of the program to find employment in the behavioral health services field in a peer mentor support capacity. Our on-site Employment Specialist will work with students to assist and offer support with the employment process during and after training.

Certificate of Completion offered if attendance requirements are met.

Curriculum Topics:

- Defining Mental Health/History of Mental Health
- Recovery, Resiliency & Wellness
- Co-Occuring Disorders of Mental Health Substance Use
- SUD Recovery & Relapse Prevention
- Peer Support Specialist Core Competencies
- Peer Support Specialists as a Discipline – Scope of Practice
- Cultural Diversity in Mental Health
- Stigma & Mental Health
- Sharing your Recovery/Resiliency Story
- Trauma-informed Care
- Motivational Interviewing
- Conflict Resolution
- Documentation Skills and Standards
- Professional Boundaries
- Recovery Model, Medical Model and Whole Person Care
- Legal and Ethical Considerations, HIPAA
- Professionalism
- Group Facilitation Skills
- Crisis Management
- Relapse Prevention
- Harm Reduction
- Mental Health First Aid Training
- Resume building
- Online Job Search
- Nonverbal Communication
- Job Interviewing Skills



REI Workshops

Workshops are offered regularly throughout the year in a variety of subjects to provide life-enrichment opportunities, achieve personal goals and develop new skills.

Students may enroll in workshops and prevocational classes at any time throughout the year. See monthly schedule of classes for details on when workshops/prevocational classes are offered.

- Maintaining Healthy Boundaries
- Taking Care of You: Self-care
- Improve your Sleep
- Eating Clean on a Budget
- Older Adults & Singlehood
- Study Skills
- Creating College Presentations
- Conversational Spanish
- Effective Groups that Work
- Time Management Skills
- Independent Living
- Art Basics: Card-Making
- Self-Esteem & Confidence
- Conflict Resolution
- Household Budgeting
- Adapting to Life's Challenges & Change
- Art Appreciation
- Reducing Stress
- Healthy Living
- Writing Fundamentals
- Foundations of Helping
- How to be an Active Listener
- How to Transform Self-Defeating Behaviors
- Assertive Communication for Better Relationships
- Mental Health Advocacy in our Community
- College Readiness

REI Prevocational Classes

Prevocational classes are offered to students looking to develop the skills and confidence they need to enter the workforce and achieve professional goals. Classes are offered repeatedly throughout the year.

Students may enroll in workshops and prevocational classes at any time throughout the year. See monthly schedule of classes for details on when workshops/prevocational classes are offered.

- Learn to Type for Work and School
- Computer Basics
- Excel Fundamentals
- How to Build a Resume
- How to Search for Jobs Online
- The Job Interview
- Your Career Path
- Dressing for Success
- Professional Networking
- Nonverbal Communication Skills
- Workplace Soft Skills and Etiquette
- Customer Service Skills
- Conflict Management
- Effective Workplace Communication Strategies
- Public Speaking

Extended Education

Extended Education courses develop applicable workplace skills that enable students to maximize their potential to reach personal, educational and career goals.

**Santiago
Canyon
College**



ESL BEGINNING & INTERMEDIATE 1-3 MULTILEVEL/MULTINIVEL 1-3 (ESL-500)

Provides instruction for students in various levels of beginning and intermediate English proficiency. Emphasizes speaking, listening, reading, and writing English in familiar contexts. Topics include participating in basic conversations in routine social situations, and producing sentences related to survival skills and personal topics including technology enhanced instruction. Intermediate section emphasizes creative oral language activities, initial critical thinking skills in reading comprehension and written tasks, which begin to focus on academic skills. Esta clase provee instrucción en niveles múltiples de inglés básico. Enfatiza hablar, escuchar, leer y escribir inglés básico. Los estudiantes también se enfocan en la comprensión de la lectura a un nivel avanzado y también en la creatividad de escritura académica.

ADULT HIGH SCHOOL DIPLOMA PROGRAM: GED/SPANISH GED/HISET PREPARATION/ Credentialed instructor will focus on assisting students in developing study skills needed to take the General Education Development (GED) Exam or High School Equivalency Test (HiSET). Topics include foundations of Language Arts, Math, Science and History. Instructor will work with individual needs. Classes follow an open entry/open exit format.

ESL BEGINNING 1-3 MULTILEVEL/ MULTINIVEL 1-3 (ESL-440)/

Provides instruction for students in various levels of beginning English proficiency. Emphasizes speaking, listening, reading and writing English in familiar contexts. Topics include participating in basic conversations in routine social situations, and producing sentences related to survival skills and personal topics including technology enhanced instruction. Esta clase provee instrucción en niveles múltiples de inglés básico. Enfatiza hablar, escuchar, leer y escribir inglés básico.

ART & EMPATHY/

Drawing on occupational therapy principles, this therapeutic art group uses art as an intervention to facilitate self-analysis, emotional regulation and social connection amongst participants. Group interventions combine art with therapy and help participants explore their thoughts, feelings and experiences, in order to increase awareness of one's physical and emotional responses to stress. This group can be easily adapted to meet specific population needs and interests.

MENTAL HEALTH FIRST AID

Mental Health First Aid (MHFA) is a groundbreaking public education program that helps the public identify, understand and respond to signs of mental illnesses and substance use disorders. The 8-hour Mental Health First Aid USA course has benefited a variety of audiences and key professions, including: primary care professionals; employers and business leaders; faith communities; school personnel and educators; state police and corrections officers; nursing home staff; mental health authorities; state policymakers; volunteers; families and the general public.

Mental Health First Aid is offered in the form of an interactive course that presents an overview of mental illness and substance use disorders in the US and introduces participants to risk factors and warning signs of mental health problems, builds understanding of their impact and overviews common treatments. Those who take the course to certify as Mental Health First Aiders will learn a 5-step action plan encompassing the skills, resources and knowledge to help an individual in crisis connect with appropriate professional, peer, social and self-help care.

Virtual/Blended training options available

This training is open to the general public. For more details, call: (714) 667-5600

REI students must meet with your Academic Advisor to enroll. Students please call: (714) 244-4322

**Must attend all training hours to achieve certification.*





Pacific Clinics
ADVANCING BEHAVIORAL HEALTHCARE



RECOVERY
EDUCATION
INSTITUTE

Recovery Education Institute
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Orange, CA 92866



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