

1.0 Counseling Services (Education Code § 72620)

- 1.1 The counseling program shall include, but need not be limited to the following:
 - 1.1.1 Educational counseling.
 - 1.1.2 career counseling, career decision making, and career planning assistance (Education Code § 72620(b));
 - 1.1.3 short term personal counseling including crisis intervention and referrals;
 - 1.1.4 evaluating and interpreting test data;
 - 1.1.5 articulation with transfer colleges and universities;
 - 1.1.6 new student orientation and academic planning;
 - 1.1.7 assistance with study/learning difficulties.
- 1.2 Each college should have an adequate counseling staff and procedures to provide counseling services, in order to:
 - 1.2.1 Assist students in the determination of their educational goals;
 - 1.2.2 assist students in making self-appraisals of their progress towards goals;
 - 1.2.3 provide special individual or group counseling and guidance to all first-time freshmen;
 - 1.2.4 make available individual counseling and guidance services to each student on probation.
- 1.3 Counseling practices may include:
 - 1.3.1 Liaison with area secondary schools, including direct interactions with counseling counterparts at the high schools and secondary school career centers, and class and college evening presentations.
 - 1.3.2 provision of information by phone, mail or in person regarding the appropriateness of the institution for further personal educational plans;
 - 1.3.3 individual, group or special counseling sessions in an effort to reduce the fears, apprehensions, and anxieties of individuals or special groups concerning post-high school educational plans. This may be especially important to the returning adult woman, the minority, the disabled and other special groups with concerns as to the appropriateness of the institution for them.

2.0 Confidentiality (Education Code § 72621)

- 2.1 Any information of a personal nature disclosed by a student in the process of receiving counseling from a counselor is confidential. The information discussed

during counseling shall not become part of the student record as defined in Administrative Regulation R-2265, Paragraph 2.0 (Education Code § 67110), without the student's written consent.

- 2.1.1 “Information of a personal nature” does not include routine objective information related to academic and career counseling.
- 2.2 The information discussed during counseling shall not be revealed, released, discussed, or referred to, except as follows:
 - 2.2.1 Discussion with licensed physicians or other health care providers for the sole purpose of referring the student for treatment;
 - 2.2.2 reporting of child abuse or neglect as required by Section 11161.5 of the Penal Code;
 - 2.2.3 reporting information to persons outside the college when the student indicates that a crime involving the likelihood personal injury or significant or substantial property losses, will or has been committed, or to persons inside the college, as necessary, to avert a clear and present danger to the health, safety or welfare of students and other persons of the College community as listed in Education Code Section 72621(c) and (d).
 - 2.2.4 Reporting information to one (1) or more persons specified in a written waiver after this written waiver is read and signed by the student and preserved in the student's file.
- 2.3 Nothing in this policy shall be deemed to limit access to student records as provided in Administrative Regulation R-2265 (Education Code § 76243), nor to limit the counselor from conferring with other staff members, as appropriate, regarding modification of the student's academic program.
- 2.4 Counselors are protected by law from civil or criminal liability incurred as a result of keeping information as specified in this regulation confidential.

LRCCD

Adm. Regulation Adopted: 11/19/80
Adm. Regulation Revised: 2/10/82; 7/17/96
Adm. Regulation Reviewed:
Board Policy: [P-2511](#)