

November 2025

# Professional Technical Common Courses

## REVISING AN EXISTING COURSE

If a college offering a Professional/Technical Common Course (P/TCC) wants to modify any part of the course (Prefix, Number, Title, Credits, Description, Student Outcomes), the college must either:

- Convene all the other adopting colleges to initiate discussion about revisions to the course, OR
- Email [SBCTC P/TCC staff](#) and request the college be removed from the list of colleges offering the P/TCC on the [Common Course Matrix](#).

### Revision Process

1.  The Lead College Contact will invite all colleges that have adopted the P/TCC under consideration to participate in the change discussion.
2. CONSENSUS:
  - a.  If consensus is reached, the colleges must complete steps 3, 7, 8, 9, and 10 on the Professional/Technical Common Course “[Developing a New Course](#)” checklist.
  - b.  If consensus cannot be reached, the Lead College Contact will contact the WEC Chair to facilitate and resolve concerns before any change may be submitted to the Instruction Commission for approval.
  - c.  If a technology modification or change (for example, new software or equipment) not common to all participating colleges hinders resolution:
    - i. The historic P/TCC will be retained by colleges that cannot accommodate the technology modification.
    - ii. Colleges that are able to accommodate the technology modification are required to develop a unique department/division prefix and/or number and title.Colleges must complete steps 1, 3, 6, 7, and 9 on the P/TCC “Developing a New Course” checklist and submit to the WEC Chair. A cover letter briefly describing the reason for the change should be attached.
3. The WEC Chair will forward proposals to the P/TCC Subcommittee Chair. The subcommittee will review and notifies the WEC Chair and Lead College Contact of the recommendation. If recommended, colleges will add P/TCC to their college course catalogs.
4.  If the majority of members of the consortium agrees to a change and a member college does not agree with the proposed change, the disagreeing college must drop the P/TCC designation.

## Assurances

We, the CHIEF INSTRUCTIONAL OFFICERS of Lake Washington Institute of Technology, Centralia College, Olympic College, Big Bend College, and Wenatchee Valley College, affirm that our colleges have approved the following Professional Technical Common Course:

	PREFIX	NUMBER	P/T COMMON COURSE TITLE	CREDITS
	BH&	420	Assessment of Mental Health Disorders	5
<b>DESCRIPTION</b>	This course introduces the skills necessary to screen clients for common <b>mental</b> health conditions, conduct comprehensive biopsychosocial assessments, and partner with clients to develop effective plans to achieve client-identified goals.			
<b>TOPICS/SKILLS</b>	Assessment of Mental Health Disorders			
<b>COURSE OUTCOMES</b>	Upon successful completion of this course students will be able to: <ul style="list-style-type: none"><li>Defend the enduring possibility of change within each and every person and group.</li><li>Conduct systematic and culturally-sensitive biopsychosocial assessments</li><li>Create a client-centered, strengths-based, individualized service plan</li><li>Utilize appropriate standardized screening tools to identify common behavioral health conditions</li></ul>			
<b>ADOPTING COLLEGES</b>	Lake Washington Institute of Technology, Centralia College, Olympic College, Big Bend College, and Wenatchee Valley College			
<b>Explanation of our change</b>	We are changing one (1) key word in the course description. The word "mental" is replacing "behavioral" in the first sentence, to properly scope the focus of this course, in line with its title and intention. This specifies the course's attention to mental health disorders rather than behavioral health disorders, a more broad category including Substance Use Disorders.			

These institutions' established approval process have been followed and the courses listed above have been approved by the college.

These institutions acknowledge that once the courses have been adopted, no modifications are permissible without utilizing the established Professions/Technical Revision process or Deactivation process.

Approved By:



Mike Potter (Nov 26, 2025 14:25:47 PST)

SIGNATURE OF CHIEF INSTRUCTIONAL OFFICER

DATE

Mike Potter, Vice President of Instruction, Lake Washington Institute of Technology



SIGNATURE OF CHIEF INSTRUCTIONAL OFFICER

DATE

Connie Smejkal, Vice President of Instruction, Centralia College

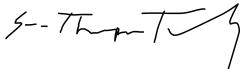


Martin Cockroft (Nov 26, 2025 15:33:17 PST)

SIGNATURE OF CHIEF INSTRUCTIONAL OFFICER

DATE

Martin Cockroft, Vice President of Instruction, Olympic College



SIGNATURE OF CHIEF INSTRUCTIONAL OFFICER

DATE

Sara Thompson Tweedy, President, Big Bend College



Tod Treat (Nov 26, 2025 13:25:05 PST)

SIGNATURE OF CHIEF INSTRUCTIONAL OFFICER

DATE

Tod Treat, Vice President of Instruction, Wenatchee Valley College



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#### CONTACT INFORMATION

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