

Argosy University Clinical Psychology Practicum/Internship Policies

The ARGOSY UNIVERSITY/SFBA Training Department is pleased that you have accepted our student for your Practicum site. We are committed to facilitating a positive relationship between you and our student, and believe there is a mutual responsibility in insuring that this happens. Below are **minimum** standards that we have identified for each student and for the Practicum site. By signing this *Practicum agreement*, the student, the Practicum site Director, Primary Supervisor, and the Director of Training at ARGOSY UNIVERSITY/SFBA are committing to abide by these standards of practice and training.

This student agrees with the following:

- **Academics:** Is in good academic standing, is taking required courses, and is maintaining the required grade-point average for ARGOSY UNIVERSITY/SFBA students. Has been enrolled a minimum of three trimesters, and has completed all prerequisite courses prior to the start of the practicum training year.
- **Conflicts:** Is currently not employed at the Practicum site (please notify us if this is the case).
- **Malpractice:** Is fully covered under the ARGOSY UNIVERSITY malpractice liability insurance policy.
- **Commitment:** Makes a professional and ethical commitment to the site and to its personnel and clients in accepting this Practicum placement.
- **Ethics:** Abides by a code of ethics and conduct as delineated by the American Psychological Association and other relevant mental health professions, such as counseling, social work, psychiatry, etc.
- **Requirements:** Is on site to meet the required number of hours for the Practicum, as specified by the student's program at ARGOSY UNIVERSITY/SFBA. Approximately ½ of these hours should be in direct clinical contact, such as therapy or counseling sessions, assessment interviews and testing, crisis intervention, and psychoeducational groups.
- **Communications:** To notify the Practicum site Director and the ARGOSY UNIVERSITY/SFBA Clinical Training Director about any concerns, problems, or changes in his/her status as a student, trainee or intern.

The Practicum/Internship site Director agrees to the following:

- **Supervisors:** Provide supervision by a licensed mental health clinician. PsyD students' Primary Supervisor must be a licensed Psychologist or board certified psychiatrist. Any exceptions must be approved by the Clinical Training Committee.
- **Time Allotted to Supervision:** Provide a minimum of 2 hours a week of supervision, at least 1 hour of which must be individual supervision. The other hour(s) may be group supervision or case consultation with other trainees. Supervision is provided on a consistent, scheduled basis. Students are to receive at least 25% of their time in training, including individual supervision, case consultation group, seminars, didactics, co-therapy, etc. For example, for a 16 hour practicum student, 4 hours would include supervision and training experiences.
- **Clinical Contact:** Provide the number of hours for the Practicum year, as required by the student's program at ARGOSY UNIVERSITY/SFBA—approximately half of which should be in direct clinical contact. Students need to have a sufficiently available, appropriate, and diverse clientele with whom to work.
- **Other Training and Service:** Allot the other half of the Practicum hours for supervision, other learning experiences, and written clinical reports (e.g. progress notes, testing reports). Learning experiences include seminars, workshops, case conferences, and program development.
- **Provide supervision in collecting outcome data** on the psychological services they provide. This should cover their experience in utilizing some form of quantitative outcome measure(s) (can be broadly defined) and its impact upon their case conceptualization and treatment. Please be aware that Argosy is not requiring the use of any one specific outcome measure, any one method of data collection, nor any one means of applying this feedback to clinical decisions. We believe Training Sites/Clinical Supervisors are in the best position to make these decisions based upon the clinical population and best interests of the individual client.
- **Evaluation Form:** Complete a *Practicum Evaluation Form* at midyear and at the conclusion of the training (i.e., December and June) on the student's training progress. Review the student's *Practicum Experience/Hours*, at the end of each evaluation which documents the hours the student performed in essential training activities.
- **Review of Clinical Work:** Provide guidance and opportunities for the student to tape clinical sessions. Students may be required to present at least one clinical tape in their seminars each semester. They may also be required to submit a formal sample of their work consisting of a taped session, transcription of the session, and a written report in the Spring.
- **Communication with Argosy:** Please be in contact with the Clinical Training Director or Assistant Director at the Argosy Clinical Training Office to coordinate the training of the student and to communicate important information. We are committed to working with Practicum sites to address concerns or problems regarding our students. We encourage you to contact us if significant problems exist with the student so we can work out solutions asap.
- **Third Year Argosy Students (PsyD Practicum II):** Third year Argosy students must take the Clinical Competency Examination which requires that they present a psychotherapy case they have seen at least six times. Agencies agree to provide sufficient cases so that the student can take the exam.
- **Overall:** a) provide a training program that is supported and understood by the administration and staff at the agency; b) provide a training milieu that is safe, supportive and challenging, with appropriate space to conduct clinical work; c) have agency personnel who emphasize responsiveness to cultural diversity, e.g., gender, race, sexual orientation, disability, and religion; and, d) abide by a code of conduct and ethics as delineated by mental health professions (e.g. psychology, counseling, social work, psychiatry etc.).

Student's Signature

Date

Primary Supervisor/Agency Director Signature

Date