This version of the practicum handbook is accurate with respect to information at the beginning of fall semester 2014. At some point during fall semester, you will be given a URL to a new website which will include all information in this practicum document but the practicum site descriptions will be in a searchable database format. You will receive information on how to access the site and search for practica as soon as the site goes live.
Table of Contents

THE CLINICAL FACULTY AREAS OF INTEREST ........................................................................ 4
INTRODUCTION.................................................................................................................. 5
PRE-PRACTICUM REQUIREMENTS—YEAR 1 ..................................................................... 5
PRACTICUM REQUIREMENTS ............................................................................................ 6
TIME 2 TRACK .................................................................................................................... 6
SUPERVISION .................................................................................................................... 6
PRACTICUM GRADING ........................................................................................................ 7
PRACTICUM REGISTRATION .............................................................................................. 7
PRACTICUM PREREQUISITES—Refer to Class Catalog Online ........................................... 8
PRACTICUM SEQUENCE ................................................................................................. 8
BACKGROUND CLEARANCES .......................................................................................... 10
Community Psychological Services .................................................................................... 12
Community Psychological Services’ Advanced Evaluation Team ....................................... 14
Autism Treatment at the Scott Center for Autism Treatment ............................................... 15
Autism Spectrum Disorder Team ....................................................................................... 16
Building Blocks: Parent Child Interaction Therapy (PCIT) at Florida Tech ......................... 18
Family Counseling Center: Child/Adolescent Track .......................................................... 20
CAPS: Counseling and Psychological Services ................................................................ 21
UCF Counseling Center ..................................................................................................... 22
UF Health Trauma Service ................................................................................................. 24
Marital & Sex Therapy Team ............................................................................................ 25
Family Counseling Center of Brevard, Inc.: Forensic Track ............................................... 26
Dr. Day: Psychological Associates ..................................................................................... 27
Brevard Health Alliance .................................................................................................... 28
Brevard County Department of Health ............................................................................... 30
Self-Management Groups for Chronic Illness .................................................................... 32
Orlando Veteran Affairs Medical Center (VAMC) .............................................................. 33
Patrick Air Force Base ....................................................................................................... 35
East Central Florida Memory Disorder Clinic (ECMDC) .................................................... 36
Epilepsy Neuropsychology Externship—Florida Hospital .................................................. 38
Dr. Leli: Neuropsychological Assessment .......................................................................... 40
Dr. Gorman: Neuropsychological Assessment .................................................................. 41
Medical Psychology Associates at Florida Hospital ............................................................ 42
THE CLINICAL FACULTY AREAS OF INTEREST

Core Faculty

Felipa T. Chavez, Ph.D. State University of New York, Buffalo. Assistant Professor of Psychology. Multicultural therapy, substance abuse and child development, psychopathology and maltreatment.

Richard T. Elmore, Jr., Ph.D. Georgia State University. Associate Professor of Psychology. Traumatology, marital and sex therapy, clinical hypnosis.

Philip D. Farber, Ph.D. University of Wisconsin-Milwaukee. Associate Professor of Psychology. Psychological assessment, clinical training issues, psychopathology, existential/humanistic approaches in therapy.

Linda Garcia-Shelton, Ph.D., MHSA, ABPP. Michigan State University (PhD) and University of Michigan School of Public Health (MHSA). Professor of Psychology and Program Chair. Co-Located Integrated Primary Care.

Thomas H. Harrell, Ph.D. University of Georgia. Professor of Psychology. Psychometrics and computerized psychological assessment use of the MMPI-2 in clinical evaluation, cognitive-behavioral approaches to assessment, and adaptation to aging.


Kristi S. Van Sickle, Psy.D. Florida Institute of Technology. Assistant Professor of Psychology. Primary care psychology, Patient Centered Medical Home (PCMH), problems of professional competence and clinical training issues.

Associated Faculty


Ivy M. Chong, Ph.D. Western Michigan University. Associate Professor & Director of Autism Services and Training. Early detection and diagnosis of autism spectrum disorders, intensive behavioral intervention, linking assessment to treatment, and staff training.

Mary Beth Kenkel, Ph.D. Miami University (Ohio). Professor of Psychology and Dean. Rural mental health, the behavioral healthcare needs of rural women, psychology and technology, prevention activities in psychology, the feminization of psychology.

Barbara M. Paulillo, Psy.D. Florida Institute of Technology. Associate Professor of Psychology, Director of Psychological Services. Use of outcome measures in psychology clinics, psychological assessment, clinical training issues, geriatric population.
INTRODUCTION

This handbook has been compiled to give you an overview of the practicum sites that are available to you during your training in the Clinical Psychology (Psy.D.) program of the School of Psychology at Florida Tech. In addition, practicum requirements and procedures are included. It is offered to you as an adjunct to the Florida Tech University Catalog, School of Psychology Graduate Student Handbook, and the Psy.D. Addendum to the 2013-2014 School of Psychology Graduate Student Handbook, and the Scott Center Handbook.

The clinical psychology program is based on the practitioner-scientist model and we pride ourselves in the clinical experiences afforded our students at practicum sites. During your second year, students who have completed 2 semesters at Community Psychological Services (CPS), may register for 2 credits at external sites; whereas third and fourth year students may register for a maximum of 4 credits at approved practicum sites.

Students will integrate research, scientific knowledge, and clinical expertise in the context of patient factors. It is our goal to provide you with the breadth and depth of practicum experience that will prepare you for the intensive clinical training offered at the pre-doctoral internships. This is accomplished by providing practicum sites with diverse populations and clinical experiences, as well as quality supervision by licensed psychologists and (minimally) individuals licensed in associated fields.

PRE-PRACTICUM REQUIREMENTS—YEAR 1

All first-year clinical students will register for one credit hour of PSY 5001 Pre-Practicum Lab each of the three semesters of their 1st year. The goals of the Pre-practicum lab are:

1. Students will improve helping skills such as empathic listening and framing problems.
2. Students will be prepared to conduct an Intake during which rapport has been established, the presenting problem(s) thoroughly investigated, and risk assessed.
3. Students will augment their knowledge of the way an individual’s identity as an integration of race/ethnicity, gender, sexual orientation, etc. and context shape the behavior and interactions of others.
4. Students will gain knowledge and understanding of analyzing problems, and implementing Evidence-based interventions.
5. Students will gain an understanding of Community Psychological Services policies and procedures.
6. Pre-Practicum Lab will provide a forum for discussion of policies and procedures of high-risk situations. In addition, suicide and homicide risk assessments will be introduced.
7. Students will become familiar with experiences at three practicum sites through observation of their services and supervision.

Over the three semesters of their first year, students will attend eight 2-hour labs and participate in a total of 18 shadowing hours. For the shadowing portion of the Pre-Practicum Lab, students will select two sites [Autism Spectrum Disorder Diagnostic Team (ASD), Autism Behavioral Services, Brevard County Detention Center, Counseling and Psychological Services (CAPS), Family Learning Program (FLP), or Parent Child Interaction Therapy Team (PCIT)] to observe; they will also shadow at Community Psychological Services during one semester.
PRACTICUM REQUIREMENTS

The minimum requirement calls for 1200 total hours of supervised practicum experience. In practice, most students will accumulate approximately 1500 hours of practica before leaving for internship. As stated in the Florida Tech catalog, all graduate students are required to take a minimum of 16 and a maximum of 30 credits of Practicum (PSY5595). One credit hour of PSY5595 corresponds to 75 practicum hours (5 hours per week for 15 weeks for the fall and spring semesters; 7 hours per week for 11 weeks for the summer semester).

Students will enter their first practicum at Community Psychological Services (CPS) during fall, spring, or summer semester of their second year of this program. The Director of Clinical Training (DCT) determines which students start each semester. After two successful, consecutive semesters at CPS, second year students may register for a maximum of 3 credits of practicum; third and fourth year students may register for a maximum of 6 credits of practicum each semester at approved sites.

Note: Sites require between 10 and 20 practicum hours per week, most sites require two [or three] consecutive semesters. Refer to the description of each practicum for details.

MANDATORY All Psy.D. students (including first year students) must maintain liability insurance and provide written proof to the Psy.D Program Office before the start of the semester. Failure to comply with this requirement will result in immediate removal from the assigned practicum site. Information on obtaining liability insurance is provided by Lori during Orientation and questions should be directed to Psy.D. Program Office.

MANDATORY All students registered for advanced practicum must submit a copy of a completed Practicum Contract to the Psy.D. Program Office before the Friday of the third week of each semester. This contract allows you and your supervisor to identify the levels of competencies you wish to achieve during the course of the semester. Practicum Contract forms can be found on ANGEL. At the end of each semester you and your supervisor should refer to this contract during evaluation review.

TIME2TRACK
This online database is purchased by CPS for each Psy.D. student and manages your clinical training experiences. The database records your experiences in a standardized manner that is consistent with the APPIC internship application requirements. It is mandatory that every student utilize this program so your clinical service hours can be verified by the Director of Clinical Training prior to your application process for internship. Time2Track website has good user instructions, and our Student Senate provides training twice per year. For instructions on how to use, see Appendix C.

SUPERVISION
Practicum supervisors agree to provide two hours of face-to-face supervision with our students per week. Supervision must be a scheduled weekly meeting; often supervisors meet with students at 2-hour groups; however, supervisors may choose to meet with individual students for one hour per week an have a one-hour group supervision per week. In addition to the scheduled 2 hours of weekly supervision, most students have requisite supervision as particular situations arise.

According to APA’s commission on Accreditation’s Implementing Regulations, “When students are not being supervised on site by doctoral level psychologists, the program must provide on-going weekly opportunities for students to discuss their clinical work with a doctoral level psychologist appropriately credentialed for the jurisdiction in which the program is located.” The majority of our practicum sites are supervised by licensed psychologists. However, exceptions are made when the
clinical opportunities at a site are unique and exceptional, and the licensed supervisor is qualified for the particular services. **Hence, students who register for practicum at sites with supervisors who are not licensed as Clinical Psychologists are required to participate in the weekly clinical discussion groups scheduled every Friday 8:00 am-9:00 am.** This discussion group is in addition to the two hours of supervision obtained on site.

**PRACTICUM GRADING**

At the beginning of each academic semester, all practicum students and supervisors are expected to agree upon competencies, goals and objectives, supervisory hours, coverage expectations and mutual responsibilities for that particular semester. This agreement is documented as the Practicum Contract and cosigned by the practicum student and supervisor. **The student is responsible to submit the Practicum Contract each semester, for each registered practicum site to Lori at The Office of Clinical training before the end of the third week of the semester.**

Grades should be a reflection of how well agreed-upon objectives were met. Practica are graded as all other graduate courses, namely on a letter system from A to F. A grade of B represents an acceptable level of work, and the A grade is typically reserved for those students demonstrating outstanding or exceptional performance. A grade of C or below signifies unacceptable work. Clinical faculty provides grades for students enrolled in practica supervised by them. Grades are recommended by the off-site supervisors to the Director of Clinical Training who makes the final grade determination. Students obtaining a grade of C, D, or F will meet with the Director of Clinical Training to discuss the practicum experience, supervisor’s evaluation, and determine remediation goals, objectives, and timeline.

**The supervisee evaluation each semester** includes Total # of intervention contact hours, Total # of assessment hours, and Total # of supervision hours. **The Psy.D. student must keep tally of the clinical service hours and the supervision hours, and provide these numbers to the supervisor** who will attest to those hours on the evaluation form. (For evaluation form, see Appendix A)

If a student is required to leave a practicum site based on the student’s performance and/or conduct; 1) a grade of C may be given, 2) it may be determined by the Director of Clinical Training the student may not be allowed to transfer to another practicum that semester and instead may enroll in a class, and 3) a remediation plan may be developed by the student and DCT to be completed before the student enrolls in practicum the next semester. Note: If the student is already enrolled in a second practicum site during the semester when he/she was told to leave the practicum site, the student may remain at the second practicum site unless the Director of Clinical Training determines the student is not qualified for the second site.

**PRACTICUM REGISTRATION**

Several sites require **proof of vaccinations, security clearances, and training classes** prior to the beginning of the semester. Subsequently, students are encouraged to read the practicum description in this handbook, contact the supervisor, and start orientation procedures well before the preceding semester ends.

**Practicum hours may not be scheduled before 1 PM on Friday mornings Colloquium is scheduled.**

The procedures for practicum registration are almost identical to other School of Psychology courses. During the pre-registration period and in consultation with your academic advisor, you
determine your tentative schedule for the following semester. This decision should be based on the following factors:

1. Practicum prerequisites (see the next section for a description of these prerequisites);
2. Your general practicum plan as designed jointly by you and the Director of Clinical Training (determined during the second semester at Community Psychological Services);
3. Practicum commitments from the preceding academic semester; and
4. Work load, long term plans, personal issues, etc.

The selection of practicum sites starts during the first few weeks of the previous semester. The Director of Clinical Training emails a request for students to complete the Practicum Preference form. The students email the DCT the practicum preference form in a timely manner. Note that you may not initiate practicum plans directly with site supervisors unless the DCT has approved such communication. The DCT will assign students to some sites and will notify students when they may contact practicum supervisors for an interview at other sites.

There are three important aspects of practicum registration that distinguishes it from other course registration. These are important and need to be noted:

1. If you plan to register for Practicum for the upcoming semester, you must first have it approved by the Director of Clinical Training. Initial approval is needed to help coordinate the various practicum placements and to ensure your overall training plans are met. Failure to obtain this prior approval will result in de-registration for that semester's practicum.
2. Because of our need to coordinate our practicum placements with the respective placement supervisors, all practicum registration must occur before the commencement of classes for the semester in question. That is, registration for practicum is not allowed once academic classes for that semester begin.
3. When you register for Practicum, you will sign up for PSY 5595. If you are registering at one practicum site, register PSY5595-F1. However, if you are registering for two practicum sites in one semester, you must register in two separate sections. You will register for a specific number of credits at each site. For example, if you are planning to register for 4 credits of practicum at Circles of Care, Inc. and 2 credits at the Women's Center, your registration form would be:

   PSY5595-F1  4 credits
   PSY5595-F2  2 credits

Section F3 is reserved for students registering in three practicum sites (seldom occurrence). If you are a full-time student (taking nine credits or more) then you must sign up for the sections that begin with F (e.g., F1, F2, etc.). If you have any questions about this procedure, check with your academic advisor or Lori at the Office of Clinical Training.

PRACTICUM PREREQUISITES—Refer to Class Catalog Online

PRACTICUM SEQUENCE

For all students, the first practicum site will be two consecutive semesters at Community Psychological Services (CPS), beginning during the 2nd year of the program, presuming successful completion of the prerequisites during the 1st year. Students will be divided into three subgroups classified by post baccalaureate education, supervised training experiences, and work experience. Approximately 1/3 of the students will begin their practicum at CPS during the fall semester. Another 1/3 of the class will begin in the spring semester, and the final 1/3 of the class will begin practicum in
the summer semester. **No students will be allowed to register for advanced practicum before completion of the two semesters at the CPS’s initial practicum.** Any student who wishes to start later than the summer of their second year should discuss this with his/her advisor and then with the Director of Clinical Training.

Following completion of the initial practicum, students will follow a sequence of external and advanced, internal practicum placements prior to internship. Most practicum placements will be for a period of two consecutive semesters (one semester and three semesters are the exception). Changes may rarely occur with approval from the Director of Clinical Training and the site supervisor. The external and advanced, internal practicum sequence will be coordinated by the student and the Director of Clinical Training during the student’s second semester at the required, initial practicum site, CPS.

The external placements will be either:
1. A facility specializing in outpatient treatment. See Outpatient Sites for available sites; or
2. An inpatient facility; adult, child, or adolescent treatment, substance abuse treatment, or correctional facility. See Inpatient Sites for available sites.

Regardless of clinical interests, students should attempt to incorporate a variety of clinical experiences into their practicum training.

**PROFESSIONAL VALUES**

It is expected that all students in the School of Psychology will aspire to the highest ideals associated with the field of Psychology. The following list describes some of the values, attitudes, and beliefs which are essential for optimizing the training and educational mission of the School.

<table>
<thead>
<tr>
<th>Value</th>
<th>Description</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Integrity</td>
<td>A commitment to ethical and professional behavior.</td>
<td>Adheres to APA's code of ethics and standards; refuses to spread rumor</td>
</tr>
<tr>
<td>2. Accountability</td>
<td>Consistently reliable; Accepts responsibility for own actions</td>
<td>Meets deadlines; acknowledges errors</td>
</tr>
<tr>
<td>3. Concern for the Welfare of Others</td>
<td>Consistent respect for clients, colleagues, faculty, and staff as reflected in verbal and non-verbal interactions.</td>
<td>Regularly demonstrates compassion;</td>
</tr>
<tr>
<td>4. Work Ethic</td>
<td>Adherence to work policies.</td>
<td>Completes assignments on time without conflicts; Strives to improve with each effort.</td>
</tr>
<tr>
<td>5. Initiative/Self Motivation</td>
<td>Taking responsibility for one's own education. A commitment to learning</td>
<td>Does more than what is minimally required; engages in additional educational experiences, activities, and readings.</td>
</tr>
<tr>
<td>6. Scientific Mindedness</td>
<td>Values and applies scientific</td>
<td>Articulates support for issues</td>
</tr>
<tr>
<td></td>
<td>methods to professional practice</td>
<td>derived from the literature</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>7. Trust</td>
<td>Belief the faculty and supervisors have the expertise and ability to educate the student.</td>
<td>Develops professional relationships with supervisors. Accepts feedback.</td>
</tr>
<tr>
<td>8. Openness to Experience</td>
<td>Entering the educational environment with receptivity to what is new and different.</td>
<td>Seeks out a variety of learning and practicum experiences; delves into experiences and ideas once felt to be unacceptable.</td>
</tr>
<tr>
<td>9. Endorsement of Diversity</td>
<td>A willingness to affect and be affected by diversity as it is defined in its broadest sense.</td>
<td>Is open to diverse viewpoints and experiences: to see the world from another's point of view.</td>
</tr>
<tr>
<td>10. Good Citizenry</td>
<td>A willingness to be part of something larger than just oneself.</td>
<td>Involves oneself with activities that benefit others; helps others learn and improve.</td>
</tr>
<tr>
<td>11. Reflective Practice</td>
<td>A self-awareness and reflection; aware of competencies</td>
<td>Consistently monitors and evaluates practice self-care activities</td>
</tr>
</tbody>
</table>

**BACKGROUND CLEARANCES**

All students are required to obtain a Level II clearance during the fall semester of their first year.

****Note: If you register for practicum at the Brevard County Detention Center, the “clearance application” is a different (free, but extensive) process. Ask an administrative assistant at Community Psychological Services for the application or download it from Angel.****
I.

INITIAL PRACTICUM
Community Psychological Services

ADDRESS: Community Psychological Services  
Scott Center for Autism Treatment  
150 W. University Blvd. Building 545  Melbourne, FL 32901

TELEPHONE #: (321) 674-8106  FAX #: (321) 726-6727

PROGRAM CHAIR & DIRECTOR OF CLINICAL TRAINING:  
Linda Garcia-Shelton, PhD, MHSA, ABPP, Professor, Licensed Psychologist

PRACTICUM SUPERVISORS: clinical faculty (licensed psychologists)

SITE DESCRIPTION: Community Psychological Services is an on-campus mental health clinic that provides out-patient psychological services to the public and serves as the initial practicum experience for the graduate students of the Clinical Program of the School of Psychology.

POPULATION SERVED: children, adolescents, adults and elderly.

SUPERVISION: Faculty members of the School of Psychology provide clinical supervision at Community Psychological Services. At times, selected adjunct faculty will be utilized as supervisors. Additionally, each supervision team has an advanced pre-doctoral student registered in peer supervision to assist the supervisor and the students. Students can expect to receive a minimum of two hours of group supervision per week. Additionally, requests for individual supervision is suggested. The format of supervision (e.g., individual vs. group), the focus of supervision (e.g., content vs. process), the techniques of supervision (e.g., video recording vs. live supervision), supervisory style (e.g., task oriented vs. facilitative), and the model of supervision, are all important facets of the supervisory experience and are determined by the supervisor. Students should note that no particular format, focus, technique, style, or model is inherently better; each approach offers unique opportunities for the practicum student. The supervision contract should be used to concretize and elaborate upon the specific goals and objectives mutually shared by the supervisor and supervisee.

EXPERIENCES AND OBJECTIVES: Each student should plan to carry a maximum average of 5 therapy contact hours per week in a 16-week semester, and 3 psychological evaluations per semester. During summer semesters, students should plan to carry a maximum average of 7 therapy contact hours per week in the 11-week semester, and 3 psychological evaluations per semester.

The objectives of this practicum are to develop and refine competency in: Case Conceptualization; Treatment Plan development; Client relationship-building and maintenance; Therapeutic interventions; Psychological assessment and report writing; and Case Charting and Documentation. In addition, participation at the biweekly 1-hour administration meeting, 18 hours per semester of administrative service and a minimum of 2 hours per year of outreach projects are required.

During spring semester of your first year, the DCT announces which semester you start at CPS in your second year.

REIMBURSEMENT AND # OF POSITIONS: 12-21 positions, no reimbursement

TIME COMMITMENT: Minimum of 10 hours per week during fall and spring semesters; 14.5 hours per week during summer semester.
II. ADVANCED OUTPATIENT SITES

Each semester, a practicum preference form is emailed to all students who are registering for advanced practica. Students prioritize their practicum choices as well as provide the number of credits available for practicum that semester. The DCT will assign students to some sites and some sites require an interview, and select the students. Most students follow the practicum plan developed in their second year with the DCT; however, students are always welcome to schedule an appointment to meet with the DCT and discuss practicum planning.
Community Psychological Services’ Advanced Evaluation Team

ADDRESS: The Scott Center for Autism Treatment  
150 W. University Blvd. Building 545 Melbourne, FL 32901

TELEPHONE: (321) 674-8106

SUPERVISOR: Barbara M. Paulillo, Psy.D. Associate Professor, Licensed Psychologist

EMAIL ADDRESS OF SUPERVISOR: paulillo@fit.edu

SITE DESCRIPTION:  
Clinicians will primarily complete Social Security Disability Determination evaluations and other assessments, and may provide outpatient individual therapy.

POPULATION SERVED: children, adolescents, adults and elderly

SUPERVISION: Dr. Paulillo provides clinical supervision for Community Psychological Services’ advanced team. Students can expect to receive a minimum of two hours of group supervision per week, individual supervision as needed, review of all chart-work, and review of video-recorded sessions. The supervision contract should be used to concretize and elaborate upon the specific goals and objectives mutually shared by the supervisor and supervisee.

EXPERIENCES AND OBJECTIVES: The purpose is to afford advanced Psy.D. Students an opportunity to increase assessment experience, especially with forensic assessments.

The objectives of this practicum are to refine competency in: Psychological assessment and report writing; Case Conceptualization; Treatment plan development; Client relationship-building and maintenance; Therapeutic interventions; and Case Documentation.

Each student will complete approximately 1 to 3 evaluations per week. In addition, students may choose to carry a small therapy caseload.

PREREQUISITES: Completion of the two consecutive semesters of initial practicum at CPS.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 4 positions; no remuneration.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

TIME COMMITMENT: 10 hours per week, 2 credits during fall and spring semester. 14.5 hours per week, 2 credits during summer semester. Fewer hours, less credit may be taken on an individual basis with permission of the supervisor.

NECESSARY ACTIONS: Notify Dr. Paulillo of your request.
Autism Treatment at the Scott Center for Autism Treatment

Address: 150 W. University Blvd., Building 545, Melbourne, FL 32901
Telephone: 321.674.8106  Fax: 321.674.8411
Practicum Supervisor: Ivy Chong, Ph. D., BCBA-D Licensed Psychologist

Site Description: The Community Psychological Services for Autism Treatment is dedicated to providing the highest quality treatment, education and training for individuals diagnosed with autism spectrum disorders and their families. An intensive early intervention and social skills program as well as functional assessments and treatment plan implementation is operational. Design is currently underway for parent training, home program component, feeding and toileting programs.


Experiences:
- Assessment: Students will observe and conduct assessments and intakes
- Intervention: Students will develop skill acquisition, educational and behavior deceleration plans, implement, graph data and make adjustments based on supervisor input.
- Reports: Student will develop reports to review with parents on child progress.
- Consultation: Students will participate as members of the multidisciplinary team
- Family Support: Students will provide support and counseling to parents. Students will conduct parent training sessions

Supervision: All students will receive a minimum of two hours per week of group supervision.

Expectations:
- Attend all supervision sessions.
- Adhere to Community Psychological Services policies and procedures as outlined in the policy manual.
- Take initiative and responsibility for skill development and learning
- Follow supervisor’s directions in assessment and treatment
- Adhere to ethical standards and maintain a strong sense of professionalism.

Prerequisites:
1. Completion of PSY 5565: Childhood Disorders and Psychotherapy and PSY 5529: Assessment of Child Developmental Disorders
2. Completion of ASD Team advanced practicum and/or Early Steps Advanced practicum or equivalent experiences which could include:
   Documented experience with:
   a) Working on a multidisciplinary team in an early intervention or school based setting with special needs children and their families; b) Evaluating and diagnosing children with autism under a licensed and qualified psychologist which must include familiarity with the ADOS and giving diagnostic feedback to parents; c) Working in a counseling, teaching or behavior analysis capacity with special needs children and families
3. Approval by supervising faculty
4. Background check

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

Time Commitment: 20 hrs./wk. for 2 consecutive semesters.
Number of Positions and Reimbursements: 3 positions, $10.00 per hour
Necessary Actions: Speak with Dr. Chong about your interest
**Autism Spectrum Disorder Team**

**ADDRESS:** The Scott Center for Autism Services  
150 W. University Blvd.  Melbourne, FL 32901  
**PHONE#:** (321) 674-8106  
**FAX:** (321) 726-6727  

**SUPERVISOR:** Mari Bennett, Psy.D., Licensed Psychologist, Assistant Professor Clinical Psychology  
**EMAIL:** dbennett1986@fit.edu

**Site Description:** The ASD Diagnostic Team is a practicum comprised of advanced-level doctoral clinical psychology students supervised by Dr. Mari Bennett. The ASD Diagnostic Team provides services including neurodevelopmental and psychological evaluation and individual and family psychotherapy for children, adolescents, and adults diagnosed with or suspected of experiencing an Autism Spectrum Disorder. The purpose of the team is multi-faceted, and includes the following:

1. Providing comprehensive and specialized evaluation to provide an initial diagnosis and diagnostic clarification for individuals suspected of experiencing an Autism Spectrum Disorder.  
2. Providing differential diagnosis between the Autism Spectrum Disorders and other mental health (such as PTSD, OCD, other Anxiety Disorders, Mood Disorders, and Disruptive Behavior Disorders), developmental (such as specific language delay or fine motor delay) and neurological disorders (such as ADHD).  
3. Providing evaluation of co-existing mental health conditions (such as Mood Disorder, Psychotic Disorder, and Disruptive Behavior Disorders) for individuals with an established ASD diagnosis. These evaluations are frequently quite complicated, and the team’s training and experience with Autism Spectrum Disorder in addition to other mental health disorders enhances accurate diagnosis and appropriate recommendations related to the ASD and the co-existing condition.  
4. Providing baseline and ongoing assessment of specific strengths and weaknesses in areas most affected by ASDs including social motivation, social reciprocity, restricted and repetitive behavior and interests, and social communication. The team assists in prioritizing treatment goals and recommended specialized services including behavioral therapy, speech and language, occupational therapy, and physical therapy as indicated based on current functioning in those areas.  
5. Providing psychotherapy including individual, family, and group treatment to assist the diagnosed individual and his/her family members in developing increased social, coping, cognitive, and parenting skills to improve daily functioning and to reduce problematic ASD symptoms and their interference with daily functioning.

**PREREQUISITES:**

1. Successful completion of 2 semesters at Community Psychological Services practicum during which time the student had experience working with children and their families. Prior mental health experience with children, particularly preschoolers, and families can be substituted for cases treated through Community Psychological Services.  
2. Successful completion of **PSY 5192 – Assessment of Child Developmental Disorders Seminar** and **PSY 5565 – Child Disorders and Psychotherapy**.
NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 5 positions, No Reimbursement
TIME COMMITMENT: 10 hours/ per week (2 credits) for 2 consecutive semesters, preferably for a full academic year. Requires availability for full day on Thursdays.
NECESSARY ACTIONS: Notify Dr. Bennett of your interest; interview with Dr. Bennett.
Building Blocks: Parent Child Interaction Therapy (PCIT) at Florida Tech
BUILDING SUCCESSFUL AND STRONG FAMILIES

ADDRESS: Scott Center for Autism Treatment, Community Psychological Services Center, Florida Institute of Technology, 150 West University Boulevard, Melbourne, FL 32901

TELEPHONE: (321) 674-8104/8106

PRACTICUM SUPERVISOR: Felipa T. Chavez, Ph.D., Licensed Clinical Psychologist

EMAIL ADDRESS SUPERVISOR: chavezf@fit.edu

SITE DESCRIPTION: This is a research based clinic, which provides clinical services to families with children who have behavioral problems, particularly as it pertains to non-compliance and improving the overall quality of the parent child relationship by making it more nurturing and warm. Training for parents may take place for individual families or in groups. Additionally, there may be training of teachers for management of these children’s behaviors in a classroom setting if part of the Teacher Child Interaction Treatment (TCIT) group. This is a highly behavioral evidenced based treatment model for altering both parent and child maladaptive behaviors, particularly through in vivo coaching behind a one-way mirror via a bug in the ear approach.

*Internationally Certified PCIT Therapist Option: Students may also have the option of proceeding down a 1-year training elective to make them eligible to become a Certified PCIT Therapist by the International board for PCIT. This latter option will require a minimum 1-year commitment at minimum 2-credits per semester following the completion of the PCIT course pre-requisite. You are to complete 40-hours of didactic training, along with the completion of two PCIT cases as a parent clinician from intake to graduation, under the most recent PCIT protocol, under the in vivo clinical supervision of, and co-therapy with Dr. Chavez. Upon completion you will then be required to submit your application to the PCIT International board, and sit the exam for final certification. Following certification as PCIT Therapist, you may have a 2nd year of option of becoming a Certified Level 1 trainer as well. If you are interested, please contact Dr. Chavez for more information.

A. Population Served: Parents and their children ranging in age from 3-7 years old. Parents may have other co-morbidities such as substance abuse issues, depression, and be involved with DCF due to a history of child maltreatment.

B. Objectives: To provide therapy through an in vivo coaching model of the parents during play interactions with their child.

C. Duties include: Assist in the overall coordination of the Center’s activities to include training, research, consultation, and clinical services.
   a. You will be provided with weekly training meetings to help you prep for seeing your families each week
   b. Administer psychological assessments and perform thorough intakes of each family
   c. Maintain client files with all notes maintained weekly.
   d. Become highly adept in the use of high tech audio visual equipment in the use of behavioral observations of clients.
   e. Serve as a co-therapist for two families in which you will receive ongoing in vivo supervision per each credit 1 hour registered.
f. Code behavioral observations to be incorporated into treatment planning for each therapy session.
g. Maintain weekly the computerized database from clinical charts on demographics, histories, and psychological test profiles, and behavioral changes. All data must be promptly entered into the computer database for the purposes of providing ongoing feedback to the clients.

PREREQUISITES:
1. Permission of Supervisor, Dr. Felipa T. Chavez.
2. Must be playful and possess energy, patience, and willingness to work with children and their parents.
3. PCIT Course
4. Preference for those who have taken Child Disorders and psychopathology classes and have experience working with children, particularly preschoolers.

NUMBER OF POSITIONS AND REIMBURSEMENTS: Varies 2-4 positions, unfunded.

TIME COMMITMENT: One (1) to Three (3) practicum credits, for a full academic year. Average is 5 hours/ per family/ per 1 credit hour.

SUPERVISOR: Students will receive a minimum of one hour of group supervision per week from Dr. Felipa T. Chavez. Students will also receive initial in vivo supervision of clinical case and the opportunity to do co-therapy with Dr. Chavez, ongoing supervision through review of clinical documentation and instructional didactics. Additional supervision is available upon request, and as needed.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.
Family Counseling Center: Child/Adolescent Track

TELEPHONE: 321-632-5792

PRACTICUM SUPERVISOR: Laurie Paquette, Ph.D.
EMAIL ADDRESS SUPERVISOR: laurie.paquette@fccbrevard.org

SITE DESCRIPTION: Family Counseling Center is not-for-profit outpatient mental health center. We provide services to clients of all ages, including the elderly and children in the 0-5 age range. Our services are offered throughout Brevard County with offices in Rockledge, Melbourne, and Titusville. In addition to mental health therapy, Family Counseling Center provides substance abuse treatment, psychiatric services, psychological testing, and specialized group intervention for a number of populations. With regard to serving children and adolescents, FCC is the contracted mental health provider for over 40 schools in Brevard County. In this capacity, we provide mental health services for students on-site within the schools, working closely with teachers and guidance counselors. In addition, we partner with Children’s Medical Services to provide the behavioral health component of services within the Nutrition Clinic. Through this partnership, we participate in an interdisciplinary team working with children and adolescents who are struggling with obesity issues.

A. Population Served: children and adolescents
B. Experiences, Duties and Objectives: Students will discuss their interests with Dr. Parsons and establish a schedule of services that meet their training needs. They have the opportunity to participate in a wide variety of experiences, including diagnostic assessment, treatment (individual, family, and group), psychological testing/evaluation, report writing, and consultation. Trainees will be responsible for maintaining clinical records, including completion of all relevant documentation. Objectives include developing knowledge and skills in the areas of assessment, diagnosis, intervention, collaboration with other disciplines, and report writing while focusing primarily on serving child and adolescent populations.

SUPERVISION PROVIDED: Trainees will receive at least one hour per week of individual supervision and one hour per week of group supervision.

PREREQUISITES REQUIRED: Master’s Degree in mental health field.

PREREQUISITES RECOMMENDED: Child Disorders Course

NUMBER OF POSITIONS AND REIMBURSEMENTS: 1 position; $10 per client hour.

TIME COMMITMENT: 20 hours/week; 2 consecutive semesters required.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Notify Dr. Garcia-Shelton of your interest. The selected student will contact Dr. Paquette prior to the semester.
ADDRESS: On Florida Tech’s campus, located on northwest corner of University Boulevard and Country Club Road (beside the Health Center). 150 W University Blvd., Bldg 264, Melbourne, FL 32901

TELEPHONE NUMBER: (321) 674-8050
PROGRAM DIRECTOR: Robyn Tapley, Psy.D. Licensed Psychologist
EMAIL ADDRESS SUPERVISOR: rtapley@fit.edu
PRACTICUM SUPERVISORS: Licensed Psychologists on CAPS Staff

PREREQUISITES: Successful completion of two semesters at Scott Center’s Community Psychological Services

I. SITE DESCRIPTION: This is an advanced practicum placement for Psy.D. students.

   A. Population Served - All registered students of Florida Tech.
   B. Experiences, Duties, and Objectives - CAPS provides the following services: individual, couples, and group psychotherapy, psychological and career assessment, outreach, crisis intervention, and psychiatric services. Objectives for the CAPS practicum include gaining experience in the following areas:

   1. Intake Interviewing
   2. Psychological/Career Assessment
   3. Case Conceptualization
   4. Psychotherapy
   5. Supervision
   6. Consultation/Liaison with Medical/Psychiatric/Academic Referrals
   7. Functioning within an organizational and multidisciplinary setting documentation and general range of services

NUMBER OF POSITIONS AND REIMBURSEMENT: 4-6 positions. No reimbursement.

TIME COMMITMENT: All students at this site start in the fall semester, with a minimum of 10 hours/week for two consecutive semesters. Students are scheduled for one hour of weekly individual and group supervision, as well as have the opportunity to consult with staff on an as needed basis.

NECESSARY ACTIONS: Interested students should contact the PsyD Director of Clinical Training and Dr. Tapley.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.
APPLICATION PROCESS AND TIMELINE: Notify the Practicum Office of your interest, then submit the following documents to Dr. Tapley who will work with her staff and select students for an interview. Applications for Fall/Spring assignments are due by the end of February, and selection will take place in April-May.

College Counseling Center

UCF Counseling Center

ADDRESS: Bldg 27 • 4000 Central Florida Blvd. • PO Box 163170 • Orlando, FL 32816
The UCF Counseling and Psychological Services (CAPS) is located next to the Health Center, Bldg #27.

TELEPHONE NUMBER: 1-407-823-2811
PROGRAM DIRECTOR: Karen Hofmann, Ph.D.
PRACTICUM SUPERVISOR: To be announced
PREREQUISITES: Successful completion of 2 semesters at Community Psychological Services

SITE DESCRIPTION:

Trainees are introduced to the training program during a two-week orientation period, which begins in August before UCF fall academic semester starts. The orientation includes opportunities for trainees to become acquainted with Center staff, policies and procedures, record-keeping and scheduling systems, and to learn about the range of referral resources. In addition, training is provided in the areas of brief therapy, intake assessment and report-writing, legal and ethical issues, and lethality/risk assessment. Finally, the orientation period is utilized for the initial baseline assessment of trainee skills to assist in the individualization of the training structure for each trainee and to facilitate the monitoring of trainee progress throughout the program. Participating in the orientation is a must to be considered for this internship.

Trainees receive a minimum of 1 hour of weekly individual supervision from a licensed staff member. A Clinical Supervision Agreement will be completed by each trainee/supervisor to clarify training goals, responsibilities and roles, evaluation procedures, and expectations of supervision. Trainees who serve as a process-observer or co-facilitator of a therapy group will receive supervision from their senior staff co-facilitators for each group being conducted. This is usually for 30 minutes to 45 minutes and happens right after the group.

Trainees may attend a weekly didactic training seminar (it will not be part of their 20 hours) taught on Wednesdays from 10-12 pm by various members of the Center staff, which are geared toward the following areas of competency:

1. Brief Individual Therapy
2. Group Psychotherapy
3. Multicultural Competence
4. Special Clinical Practice Topics

Case Conference

All trainees are required to attend weekly peer supervision on a Thursday morning, which is co-facilitated, by the Training Director or other senior staff member. In this meeting, interns will make
formal and informal case presentations and have opportunities to engage in professional and clinical dialogues with colleagues regarding their work with clients. Open discussion and appropriate feedback is expected by all interns and trainees in order to most effectively serve the needs of the intern presenting the case and her/his client. Each intern and trainee is expected to prepare two (2) formal case presentations during the year (guidelines to be provided by the Training Director).

**TIME COMMITMENT:** 20 hours/week for two consecutive semesters is required.

**NOTE:** Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

**NECESSARY ACTIONS:**

*Application deadlines are usually in the beginning of April.* Refer to UCF Counseling and Psychological Services (CAPS) Application Instructions at [http://caps.sdes.ucf.edu/training-masters#apply](http://caps.sdes.ucf.edu/training-masters#apply)

An interview at UCF is required & the doctoral program Director of Clinical Training must send a letter stating your eligibility for training.
UF Health Trauma Service
Medical Psychology Educational Curriculum for Doctoral Psychology Practicum Students

ADDRESS: UF Health Jacksonville, FL, accredited Level I Trauma Center

TELEPHONE NUMBER: 1-904-244-3352
PRACTICUM SUPERVISOR: Kamela Scott, Ph. D  E-MAIL: kamela.scott@jax.ufl.edu
PREREQUISITES RECOMMENDED: Biological Bases of Behavior, Clinical Neuropsychology, Psychopharmacology

SITE DESCRIPTION:

A. **Population Served:** Critical Care Patients
B. **Experience, Duties, and Objectives:** The practicum opportunity at UF Health Trauma Center was designed to provide training for students in the field of Medical Psychology. To this end, the student will be exposed to patients that are admitted through the Level I Trauma Center and follow the recovery process from the Intensive Care Unit to discharge from a medical floor. The primary focus of the practicum will be to provide psychology services in an acute medical setting. However, other training experiences may be available for the interested student in such areas as neuropsychology, rehabilitation, and participation in research. The goal for the practicum is to offer enough depth to obtain a basic understanding of Medical Psychology while affording enough flexibility to meet the needs of the individual student.

The goals and objectives of establishing the curriculum are:

1. Provide rich learning experiences based on measurable objectives for education of psychology graduate students in an acute medical setting.
2. Provide training in an environment in which the psychology students are an integral part of a multidisciplinary treatment team.
3. Assume a supportive role in the management of mental health issues for the Trauma Surgical Service under the direct supervision and assistance of a licensed psychologist.
4. Provide for opportunities to apply crisis intervention strategies during emergent medical procedures to patients and family members in acute distress.
5. Provide a training environment that is rich in cultural and ethnic diversity to promote an understanding of different values, beliefs, and responses toward end-of-life issues.
6. Promote understanding of the economic, legal, and social challenges of contemporary and future practice of psychology.

NUMBER OF POSITIONS AND REIMBURSEMENT: 1 position per semester. No reimbursement.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

TIME COMMITMENT: Minimum of 10 hours per week for 2 credit hours.
Couples

Marital & Sex Therapy Team

ADDRESS(ES):
100 Rialto Place, Suite 754, Melbourne, FL 32901
Scott Center, 150 W. University Blvd. Melbourne, Florida 32901

PRACTICUM SUPERVISOR: Richard T. Elmore, Jr., Ph.D. Licensed Psychologist

EMAIL ADDRESS SUPERVISOR: relmore@fit.edu

SITE DESCRIPTION: Providing psychological services to couples to include premarital counseling, marital therapy, sex therapy, divorce counseling and divorce mediation.

A. Job Description - This position is for advanced practicum students in the Family-Child Concentration.

B. Population Served - Adult couples in committed relationships that are experiencing a systemic and/or sexual dysfunction.

C. Experiences, Duties, and Objectives - Co-therapist with a Dr. Richard Elmore conducting marital/sex therapy for a wide range of relational and/or sexual dysfunctions. Opportunity for systemic assessment utilizing the 16PF Couples Counseling Report.

PREREQUISITES: PSY6550 - Marital & Sex Therapy and permission of supervisor.

NUMBER OF POSITIONS AND REIMBURSEMENT: 1 position; No Reimbursement

TIME COMMITMENT: approximately 10 hours per week

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Interested students must contact Dr. Elmore.
Family Counseling Center of Brevard, Inc.: Forensic Track

ADDRESSES:
840 Brevard Avenue Rockledge, FL 32955 321-632-5792
4880 Stack Blvd Unit E Melbourne, FL 32901 321-984-9000

PRACTICUM SUPERVISOR: Laurie Paquette, Ph.D.

EMAIL ADDRESS SUPERVISOR: laurie.paquette@fccbrevard.org

SITE DESCRIPTION: Family Counseling Center is a private, not-for-profit outpatient mental health center. We provide services to clients of all ages, including the elderly and children in the 0-5 age range. Our services are offered throughout Brevard County with offices in both Rockledge and Melbourne. In addition to mental health therapy, Family Counseling Center provides psychiatric services, psychological testing, and specialized group intervention for a number of offender populations. In particular, we have a state licensed substance abuse program, a state certified batterers’ intervention program (Duluth Model), and a state certified sex offender program (for both adults and adolescents). In addition, we have psychological testing contracts with both the Department of Corrections and the Department of Juvenile Justice.

A. Population Served: all ages, various treatment issues, outpatient level of care
B. Experiences, Duties and Objectives: Trainees will have the opportunity to participate in a wide variety of experiences, including diagnostic assessment, treatment (individual, family, group), psychological testing/evaluation, report writing, and consultation. Trainees will be responsible for maintaining clinical records, including completion of all relevant documentation. Objectives include developing knowledge and skills in the areas of assessment, diagnosis, intervention, and report writing while focusing primarily on serving adult and offender populations.

PREREQUISITES RECOMMENDED: Introduction to Forensics course, Forensic Assessment course, Master’s Degree in mental health field required.

SUPERVISION PROVIDED: Trainees will receive at least one hour per week of individual supervision and one hour per week of group supervision.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 1 position available (adult/forensic track); reimbursement will be $10 per client hour.

TIME COMMITMENT: 20 hours/week; 2 consecutive semesters required

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Notify Dr. Garcia-Shelton of your interest. She will select the student and then that student contacts Dr. Paquette prior to the semester.
Dr. Day: Psychological Associates

ADDRESS: 2737 Fairbanks Avenue, Winter Park, FL 32789

TELEPHONE NUMBER: (407) 740-6838

FAX: 407-740-0902

PRACTICUM SUPERVISORS:
Deborah Day, Psy.D., Licensed Psychologist, LMHC

EMAIL ADDRESS SUPERVISOR: dday234@aol.com

SITE DESCRIPTION: Psychological Affiliates is a private practice in Winter Park that specializes in competency, dependency, and parenting plan evaluations, DCF and CHS evaluations, educational assessment, neuropsychological assessment, child, adult, family, and couples therapy. This site provides practicum students the opportunity to work with several Ph.D. and Psy.D. level psychologists. This is mostly an observational and test scoring experience.

A. Population served: Child, Adolescent, Adult, Forensic, Justice System

B. Experiences, Duties, and Objectives: Students will be afforded the opportunity to administer and score psychological assessments, attend case conferences, assist psychology resident with evaluations, observe forensic evaluations, visit the jail, and attend court to observe expert testimony.

SUPERVISION: Students will receive on site supervision with a choice of psychologists, consistent with the interest of the student. Day to day supervision will occur with the psychology resident. One hour of group supervision will also be available on Wednesday's for those students available on this day.

PREREQUISITES: Student must have completed Assessment of Intelligence, Objective Personality Assessment, Projective Personality Assessment, and Intro to Forensics. Students must also have permission from site supervisor, Dr. Day. Forensic Assessment is beneficial, but not mandatory by start of practicum.

NUMBER OF POSITIONS AND REIMBURSEMENT: 2 positions spring semester are available. Students are asked to schedule on different days at the site. Reimbursement: none.

TIME COMMITMENT: 10 hours per week

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Notify Drs. Day and Garcia-Shelton of your interest. Dr. Day will interview candidates.
Brevard Health Alliance
INTEGRATED BEHAVIORAL HEALTHCARE PROGRAM

PROGRAM DIRECTORS:
Thomas H. Harrell, Ph.D. & Kristi Sands Van Sickle, Psy.D. Licensed Psychologists

SUPERVISOR: Dr. Van Sickle

SUPERVISORS’ E-MAIL ADDRESS: kvansickle@fit.edu; tharrell@fit.edu

PRACTICUM ADDRESSES:
Two students will be assigned to coverage of each of following clinic sites:

- 220 Barton Blvd., Unit #C14, Rockledge, FL 32955
- 5270 Babcock Street, NE, Suite 1, Palm Bay, FL 32905

TELEPHONE NUMBER: 321-639-5177  FAX NUMBER: (321) 639-4927

SITE DESCRIPTION: The Brevard Health Alliance is Brevard County’s only Federally Qualified Health Center. The organization provides extensive primary health care services to Brevard County residents regardless of their ability to pay for those services. Offering services on a sliding fee scale, BHA provides primary care service, limited dental services, diagnostic services, case management services, medication assistance services and specialty referrals to the area’s economically disadvantaged residents. The Integrated Behavioral Healthcare Program was designed through a partnership between BHA and Florida Tech’s School of Psychology to provide integrated behavioral health services to underserved and disadvantaged populations in a Federally Qualified Health Center.

A. Population Served – Primary care clinic patients of all ages with problems related to behavioral health issues, substance abuse, chronic illness(es), and/or treatment adherence.
B. Objective – Students will obtain the requisite knowledge, skills, and attitudes to serve as an effective interdisciplinary team members who can provide evidence-based behavioral health services in an integrated care environment.
C. Duties/Services Offered –
  1. Conduct brief screenings and assessments
  2. Consult with medical providers and other treatment team members
  3. Develop and document integrated treatment plans in conjunction with patient and other team members
  4. Effectively implement and document behavioral health interventions/patient progress
  5. Follow-up patients and refer to appropriate community resources
  6. Develop/present interdisciplinary staff training and/or disease management groups

SUPERVISION: Students will participate in a minimum of two hours of group supervision per week from a licensed psychologist supervisor. Students will also receive ongoing supervision through review of clinical documentation and onsite case consultation. Additional supervision is available as needed and upon request. Licensed psychologists on BHA staff provide on-site supervision and participate in case review/supervision. Peer supervisors, defined as students who have previously completed the practicum experience, may also provide additional clinical and administrative supervision.
PREREQUISITES:
• PSY5108 – Health Psychology; and
• PSY6570 – Clinical Applications in Behavioral Healthcare
• Permission of supervisors

NUMBER OF POSITIONS AND REIMBURSEMENT: 4 positions, unpaid

TIME COMMITMENT: 20 hours/week (two days/week in clinic); two semester commitment.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Students are expected to complete interdisciplinary training and employee orientation sessions, along with necessary credentialing prior to beginning the practicum.
Brevard County Department of Health
INTEGRATED BEHAVIORAL HEALTHCARE PROGRAM

PROGRAM DIRECTORS:
Thomas H. Harrell, Ph.D. & Kristi Sands Van Sickle, Psy.D. Licensed Psychologists

SUPERVISOR: Dr. Harrell

PRACTICUM ADDRESSES:
2555 Judge Fan Jamieson Way, Viera, FL 32940

BCHD SITE COORDINATOR:
Gail Morrison, RN
Assistant Community Health Nursing Director
PATH Coordinator

TELEPHONE NUMBER: 321-639-55804   FAX NUMBER: (321) 637-7314

SUPERVISORS’ E-MAIL ADDRESS: tharrell@fit.edu; kvansickle@fit.edu

SITE DESCRIPTION: The Brevard County Health Department provides extensive primary health care services to Brevard County residents regardless of their ability to pay for those services, via the Primary Access to Health (PATH) program. BHA provides primary care service, limited dental services, diagnostic services, case management services, medication assistance services and specialty referrals to the area’s economically disadvantaged residents.

Population Served – Primary care clinic patients of all ages with problems related to behavioral health issues, substance abuse, chronic illness(es), and/or treatment adherence.

Objective – Students will obtain the requisite knowledge, skills, and attitudes to serve as effective interdisciplinary team members who can provide evidence-based behavioral health services in an integrated care environment.

Duties/Services Offered –
Conduct brief screenings and assessments
Consult with medical providers and other treatment team members
Develop and document integrated treatment plans in conjunction with patient and other team members
Effectively implement and document behavioral health interventions/patient progress
Follow-up patients and refer to appropriate community resources
Develop/present interdisciplinary staff training and/or disease management groups

SUPERVISION: Students will participate in a minimum of two hours of group supervision per week from a licensed psychologist supervisor. Students will also receive ongoing supervision through review of clinical documentation and onsite case consultation. Additional supervision is available as needed and upon request. Licensed psychologists on BHA staff provide on-site supervision and participate in case review/supervision. Peer supervisors (students who have previously completed the practicum experience) may also provide additional clinical and administrative supervision.
PREREQUISITES:
PSY5108 – Health Psychology
PSY6570 – Clinical Applications in Behavioral Healthcare
Permission of supervisors

NUMBER OF POSITIONS AND REIMBURSEMENT: 2 positions, $15.00 per hour

TIME COMMITMENT: 10 hrs. / wk. (one day/week onsite); two semester commitment.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Students are expected to complete interdisciplinary training and employee orientation sessions, along with necessary credentialing prior to beginning the practicum. Contact Dr. Harrell if you are interested.
Self-Management Groups for Chronic Illness
Behavioral Healthcare Team

ADDRESS: 150 W University Blvd., Melbourne, FL 32901

TELEPHONE NUMBER: 321-674-8104 FAX: 321-674-7105

PRACTICUM SUPERVISOR: Thomas H. Harrell, Ph.D. Licensed Psychologist

EMAIL ADDRESS SUPERVISOR: tharrell@fit.edu

SITE DESCRIPTION: This practicum involves providing self-management training in a group format to community adults. The purpose of the groups is to enhance participant's abilities to adapt to and manage symptoms of chronic illness and to minimize the impact of illness on valued life activities. The practicum opportunity is part of a research program investigating the effectiveness of evidence-based and manualized self-management training program.

A. Population served: Community adults with specific chronic illnesses or with specific difficulties suitable for self-management interventions.

B. Experiences, Duties, and Objectives: All practicum students will become familiar with both the principles and techniques of self-management training, the therapist manual for groups, and the research protocols, via assigned readings and supervision. Students will also become familiar with the medical and psychological features of specific chronic illness. Practicum student will serve as facilitators of the groups, as well as participating in informing the community of program schedules. Practicum students will also learn to work effectively as a team on this practicum, and how to interact professionally, yet personably, with adults aging with chronic health problems.

SUPERVISION: Students will receive a minimum of one hour of group supervision from the faculty supervisor. Students will also receive group supervision with the student director of the group programs. Additional group and individual supervision is provided as needed.

PREREQUISITES: Permission of the practicum supervisor. In most cases, practicum students will also be working on the practicum supervisor's research team, although this is not a requirement.

NUMBER OF POSITIONS AND REIMBURSEMENT: Three (3) to five (5) positions. Unpaid.
TIME COMMITMENT: 5-10 hrs. / wk.; depending upon responsibilities. Students must participate for a minimum of two (2) consecutive terms.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Interested students must contact Dr. Harrell.
ADDRESS: 5201 Raymond Street Orlando, FL 32803 (Main Hospital) and 925 South Semoran Blvd Suite 114 Winter Park, FL 32792 (Crossroads Annex)

TELEPHONE #: (407) 629-1599 x 5 (Main) / (407) 621-2600 (Crossroads)

WEBSITE: www.orlando.va.gov

SUPEVISORS:
Diane Hernandez, Psy.D., Gabriella Ott, Ph.D., Debby Tallungan, Ph.D., Kellie Hyde, Licensed Psychologists

DIRECTOR OF TRAINING: Dr. Jason Steward, Ph.D.; Jason.steward@va.gov; VAMC Orlando 5201 Raymond St. Orlando, FL 32803 (407) 629-1599 Ext 6282

SITE DESCRIPTION: The mental health department of the Orlando VAMC provides evaluation and treatment for veterans experiencing psychiatric and psychological disorders. With an interdisciplinary approach including psychologists, psychiatrists, physicians, nurses, and social workers, the clinic provides medication management, counseling, and group therapy as well as psychological testing, and offers an Intensive Treatment Program for outpatients.

POPULATION SERVED: Male and female veterans ranging in ages 20 to 80.

PRACTICUM SUPERVISORS: Licensed clinical psychologists. Each supervisor is assigned depending on rotation and training emphasis.

SUPERVISION: The format of supervision is individual. The student should expect a minimum of 2 hours of supervision per week, formally and informally.

ROTATIONS: Prior to start date, the student will meet with the practicum coordinator to discuss interests, training goals, and possible rotations. For the first 2 rotations listed below, the student has the opportunity to choose one emphasis area or a combination of emphasis areas.

1. Mental Health Specialty Clinic
   a. Specialty mental health services are provided through multidisciplinary mental health teams using evidence-based mental health services, including for PTSD and substance use disorders. This clinic serves Veterans that have a clear need for mental health services beyond the capabilities of the Mental Health-Primary Care Integration Team.
   b. Psychologists and students will be expected to utilize evidence-based and best practice approaches for a wide variety of mental illnesses including psychoses, mood disorders, anxiety disorders, and substance use disorders.
   c. Emphasis areas are available in PTSD, substance use, women’s mental health, and the homeless program.
   d. Individual psychological assessment and program evaluation will be ongoing processes on this rotation.

2. Behavioral Health in Primary Care
a. Within the integrated team, psychologists are collocated in the primary care clinics (within the main hospital). Veterans are seen for brief interventions, frequently on the same day as the need is identified. Focus is on coordinated care between the mental health provider and the physical health provider to improve overall functioning of the Veteran.
b. Psychologists and students will be expected to utilize brief psycho-educational and psychotherapeutic techniques to restore and/or enhance wellness.
c. Emphasis areas are available in pain management, stress and anger management, smoking cessation and treatment of insomnia.
d. Focused assessments, time-limited interventions, and program evaluation will be ongoing processes on this rotation.

OBJECTIVES:

a. Become familiar with the organizational structure of a VA healthcare system.
b. Become familiar with the military and Veteran culture.
c. Learn and independently utilize the VA electronic medical record system (CPRS).
d. Be exposed to the different evidence-based practices for specific psychological disorders that are utilized by the VA healthcare system.
e. Understand the recovery-oriented care model and provide such care to Veterans.
f. Other objectives will be specific to rotation and emphasis area (i.e. Be exposed to mental health issues of female Veterans; Understand the issues related to military sexual trauma and/or PTSD; Facilitate PTSD and/or substance use disorder consults/interviews; Learn and utilize brief intervention techniques).

PREREQUISITES: Approval by Director of Clinical Training. The following are required and relevant paperwork will be given prior to start date: Federal background check, Evidence of TB test and physical examination, American Heart Association CPR Certification.

REIMBURSEMENT AND # OF POSITIONS: 2-3 positions, unpaid.

TIME COMMITMENT: Commitment of 3 semesters, 20 hours per week; Tuesdays required, other days as negotiated.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

APPLICATION PROCESS: Send CV, letter of interest (including a statement of your goals for training, or submit the goal statement as a separate document) to PsyD Director of Clinical Training, who will submit all applications to the VA in mid-March.
Patrick Air Force Base

Address: 1381 South Patrick Dr
Patrick AFB, FL 32925
Telephone: 321-494-8234
SUPERVISORS: Dr. John C. Noah
Email of Supervisors: john.noah.2@us.af.mil

Site Description: Patrick Air Force Base is a military mental health clinic. We see active duty members and their dependents (typically spouses) on an outpatient basis. There is some opportunity for psychological testing, both screeners and comprehensive evaluations. There is also significant opportunity for multidisciplinary cases. We have a substance abuse clinic that treats military members for substances ranging from alcohol to prescription medication as well as illicit substances. There is also a family advocacy clinic that treats domestic/intimate partner violence. The main focus of this site is individual therapy. The most prominent diagnoses we see are PTSD, anxiety, and depression. If you have any further questions please feel free to contact me.

Population served: Active Duty military and their spouses

# of Positions and Reimbursement: 1/no reimbursement

Supervision Provided: 2 hours per week
Time Commitment – Per week, and # semesters required: 10 hours per week for 2 semesters
Required material for application: CV, Letter of interest, long-term career plans

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

Application process: Note of qualifications, letter from DCT, face-to-face interview
East Central Florida Memory Disorder Clinic (ECMDC)

ADDRESS: 3661 S. Babcock Street, Melbourne, FL 32901 (Babcock Center, 2nd Floor)
TELEPHONE: (321) 768-9575
SUPERVISORS: Kevin Mulligan, Psy.D/Clinical Director and Frank M. Webbe, Ph.D./Research/Training Director
EMAIL ADDRESS SUPERVISOR: kmulligan@fit.edu
CONTACT: Dr. Mulligan

PRACTICUM SITE: Operating since 1992 through an annual contract with the Department of Elder Affairs, the East Central Florida Memory Disorder Clinic (ECFMDC) is one of the state designated memory disorder clinics designed to evaluate people concerned with cognitive changes related to Alzheimer’s disease or related dementia (ADRD); provide family/professional ADRD education/community outreach throughout the five county service area; and complete applied research to improve the evaluation/care of people with ADRD. The ECFMDC collaborates with both the Health First Aging Institute geriatric medical team and the Florida Institute of Technology School of Psychology to provide services including a comprehensive medical memory evaluation at the clinic and free memory screens at off-site locations. Under the direction of the FIT supervisor, FIT students conduct all neuropsychological evaluations at ECFMDC including administration/scoring of patients referred for assessment of cognitive changes; patient presentations at weekly clinical interdisciplinary team meeting which includes geriatrician, neurologist, neuropsychologist, social worker, psychometrists where diagnosis/recommendations are determined for treatment; and completion of integrated neuropsychological reports. Most of the people evaluated are over the age of 60 years but services are available to people of all ages. Archival clinical data are collected on all consenting patients evaluated through ECFMDC; stored in a secure database at ECFMDC and available for practicum students to complete DRP and conduct applied research projects upon FIT Institutional Review Board and Health First approval process.

PRACTICUM OBJECTIVES:
1) To increase clinical assessment skills including administration of neuropsychological testing/presentation of cases/treatment recommendations of patients referred for cognitive changes. Students will gain an understanding of geriatric neuropsychology including the needs/issues of older adults and the course of diagnosis, treatment, and rehabilitation of memory problems. An appreciation of the interplay between neuropsychological, medical and psychological factors will be gained and students will be provided with the opportunity to gain exposure to a variety of neurological and psychological disorders while working in a medical office.

SUPERVISION: Dr. Mulligan is the primary supervisor of practicum students and provides clinical supervision at weekly interdisciplinary team meetings and one-on-one as needed with review of written reports. Practicum students are supervised by the lead psychometrist and/or graduate student assistants. Dr. Webbe provides supervision with ADRD research/training projects.

SALARY: $9 per approved hour worked
PRACTICUM REQUIREMENTS and TIME COMMITMENT: 5-10 hours per week. Interview for practicum is required and typically occurs in April/May for practicum start date in Fall Semester. Application process including fees for Department of Elder Affairs Level 2 background screen and employment history check required prior to start date. A full calendar year commitment (Fall through Summer semesters) is required although only one semester of practicum is necessary. Fourth year students are required to commit to two semesters if unable to complete the full calendar year requirement. Students must be in good standing at FIT and preference is given to students who have completed at least two neuropsychology classes. “Supervised Clinical Experience” is available for students with less experience in neuropsychology/geriatrics (1 credit).

POSITION RESPONSIBILITIES:
1) Conduct 1-2 neuropsychological assessments a week of patients referred for evaluation of cognitive changes; administration of testing (2-3/hr. per patient); scoring (1 hr per patient); presentation of patient at interdisciplinary meeting (2-3/hr./weekly meeting); write integrated report with diagnosis/treatment recommendations (1.5 hr. per patient).
2) Administer brief memory screens at off-site locations throughout ECFMDC service area and provide feedback/recommendations to people concerned about their memory (hours/location as scheduled and attendance of weekly interdisciplinary team meeting for supervision).
3) Participate with community outreach through health fairs and presentations; facilitate education/support programs for people with early memory loss and/or family caregivers; conduct memory enhancement groups (hours/location as scheduled).
4) Identify ADRD applied research projects and assist with research database as requested.
5) Review/present on ADRD topics and best practices as requested.
6) Training including administration of neuropsychological testing battery; administration of memory screens/feedback/recommendations; overview of MDC services; differential diagnosis; supplemental testing; and check out required before evaluating patients.

NECESSARY ACTIONS:
Prospective students can contact Dr. Mulligan (FIT practicum supervisor) during any time of the year but application/interviews will generally be conducted in April/May with practicum start date in the Fall semester. Upon approval for practicum, students should contact the lead psychometrist to initiate application process, which may require up to 2 months prior to Fall semester start date. Students can not start working with patients until application process completed and badge obtained.

Application process includes:
1) completing/passing the Department of Elder Affairs approved level 2 background screen and an employment history check (completed and paid to Edge - FIT contracted provider);
2) Health First Administrative approval (copy of driver’s license, social security card, resume/vita, copy of liability insurance, completion of TB testing to obtain badge allowing to see patients); and
3) students will be hired through FIT for work at the ECFMDC and obtain E-Verify approval from FIT human resource department.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.
Neuropsychology

Epilepsy Neuropsychology Externship—Florida Hospital
Rev 2/2014

Address: Comprehensive Pediatric Epilepsy Center, 615 E. Princeton St., Suite 540, Orlando, FL 32803
Phone: (407) 303-8127
Primary Practicum Supervisor/Contract Person: Christine M. Salinas, Psy.D.
Email: christine.salinas.psyd@flhosp.org

Site Description: Advanced neuropsychology practicum training positions are offered. Trainees primarily obtain clinical experience in the neuropsychological evaluation of patients with epilepsy and brain tumors. Externs will also learn how to evaluate the impact of developmental, social, cultural and emotional factors on cognitive functioning and patients’ neurological conditions. The primary site for training externs is the Comprehensive Pediatric Epilepsy Center, which includes both inpatient and outpatient settings. The primary site supervisor is Christine Salinas, Psy.D. However, there may also be opportunities to receive clinical supervision from Michael Westerveld, Ph.D., ABPP-CN.

Population Served: The majority of the patient population consists of children ranging from birth to 18; however, there are also opportunities to work with adults. In addition, there is specific training available in the neuropsychological evaluation of Spanish speaking patients for bilingual externs or those interested in cross-cultural assessment.

Experience & Duties: Activities include conducting pre- and post-surgical neuropsychological evaluations. Trainees will also be involved in neuropsychology consultations on the inpatient Epilepsy Monitoring Unit (EMU) such as shadowing interviews and feedbacks, as well as monitoring acute post-surgical outcome. Although not required, externs may attend Epilepsy Surgery Case Conference, teaching rounds, and various didactic experiences offered such as the Advanced Epilepsy Lecture Series, Neuropsychology/Neuroscience Seminar, and Epilepsy Journal Club. There may also be at least one opportunity to observe a functional MRI or cortical stimulation mapping in a surgical candidate depending on the extern’s schedule. There may also be the possibility of observing a neurosurgical intervention, if approved by the epileptologist and neurosurgeon. There is also an option for gaining elective research experience in ongoing investigations or for developing individual projects to meet requirements for doctoral dissertations/doctoral research projects if approved by your department.

Objectives: Trainees will learn how to obtain a thorough clinical history with patients and their families. He/she will gain basic proficiency in test selection, administration and scoring of neuropsychological tests. Trainees will also learn how to generate recommendations within multidisciplinary teams, and will feel better prepared to communicate test findings in both written and oral format. Externs will acquire knowledge about various neuropsychological disorders through case supervision, seminars, and outside readings.

Prerequisites: Enrollment as a doctoral student in Psychology within an accredited program is required. Graduate coursework in intellectual and psychological assessment is required. Coursework in neuropsychology and prior testing experience are strongly preferred but not required. Interested applicants should send a cover letter (1 page maximum), CV (including 2 references), and a list of psychological/neuropsychological tests you have administered to: Christine M. Salinas, Psy.D., at christine.salinas.psyd@flhosp.org.

Reimbursement: Unpaid position in 2013-2014

Time Commitment: It is required that externs apply for at least two consecutive semesters and priority will be given to these applications. Students typically work a minimum of 16 hours per week (2 days per week).
week), depending on graduate school requirements. 1 day per week is also acceptable. A typical day runs from 8:30am-5:30pm, and includes clinical supervision time. Documentation (i.e., reports) is expected to be completed outside of the regular practicum hours.

NECESSARY APPLICATION ACTIONS: Please initiate contact approximately 2 months before you plan to start. Interested applicants should send a brief cover letter (1 page maximum), CV (including 2 references), and a list of psychological/neuropsychological tests you have administered to Dr. Salinas at christine.salinas psyd@fhosp.org. You will then be asked to attend an interview in person before acceptance to the practicum. After you are approved for the position, you will need to submit the following to Dr. Salinas:

- Florida Hospital Clerkship Application
- Copy of photo ID
- Letter of good standing from Director of Clinical Training
- Copy of student liability insurance
- Proof of current health insurance
- TB/PPD screening results within last 12 months
- Proof of Immunizations (MMR, Varicella, Hepatitis B)
- Mask Fit Certification from Florida Hospital Employee Clinic

Your documents will then be sent to the Graduate Medical Education office for their approval, and you will be scheduled for an orientation at Florida Hospital in order to receive a badge. Students cannot see patients until all of the above requirements are met. Students will receive a copy of the extern manual on first day of practicum.

Trainee/Supervisor Evaluation: Trainee progress is evaluated informally as part of weekly clinical supervision. Formal practicum evaluations are done at the end of every semester, and will involve both written and oral communication of progress. Trainees will also have the opportunity to complete evaluations of his/her supervisor.

*Dress code in compliance with FH policies.
*FH ID badge to be worn at all times. Extern will be provided with a short lab coat to wear in the inpatient setting.
*Citizenship in compliance with FH policies.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.
Dr. Leli: Neuropsychological Assessment
Maitland Psychology

Maitland Psychology PA: Neuropsychological Assessment Practicum

Program Director: Dano Leli, Ph.D., ABPP, ABCN
Phone Number: (407) 628-5354

Address: 500 N. Maitland Ave, Suite 110 Maitland, FL 32751

Practicum Supervisors:
Dano Leli, PhD, Rebecca Villar, PsyD, Antoneal Swaby, PsyD, Kristin Michel, PsyD
Licensed Psychologists

Email Address Supervisor: maitlandpsych@aol.com

Site Description: Maitland Psychology PA provides comprehensive assessments for individuals with psychological/neuropsychological disorders. These evaluations include neuropsychological assessments, as well as projective and objective personality assessments.

A. Population Served- Children ages 9+, Adolescents, Adults, and Geriatric Populations with traditional mental health disorders, neurological disorders, developmental disorders, and other medical conditions.

B. Specialized supervision/training – Specific training in the administration, scoring, and interpretation of psychological and neuropsychological measures. Monthly didactic meetings.

C. Experiences, Duties, and Objectives – Students will administer and score psychological and neuropsychological evaluations. Students will also have the opportunity to perform projective techniques as part of these evaluations. Depending on interest and ability level of individual students, the opportunity exists to learn how to generate test results, write up intake interviews, and ultimately write a full comprehensive neuropsychological report.

Prerequisites: Students must have completed Assessment of Intelligence, Objective Personality Assessment, and Projective Personality Assessment. Fundamentals of Neuropsychology or Neuropsychological Assessment are beneficial but not required.

Reimbursement & Time Commitment: One day, 10-12 hours per week; 3 consecutive semesters required; $12 per hour.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

Necessary Actions: Inform Drs. Leli and Garcia-Shelton of your interest. Dr. Leli will interview candidates.
Dr. Gorman: Neuropsychological Assessment

ADDRESS: 136 BENMORE DRIVE, WINTER PARK, FL 327924101

TELEPHONE NUMBER: (407) 644-7792 Fax (407) 644-3509

PROGRAM DIRECTOR & PRACTICUM SUPERVISOR:
Patrick Gorman, Psy.D., ABPP Licensed Psychologist

EMAIL ADDRESS SUPERVISOR: pgormanpsyd@gmail.com

SITE DESCRIPTION: Neuropsychology private practice

A. Population Served - Adults and children with acquired and developmental brain injuries.

B. Specialized supervision/training - Specific training in the administration, scoring, interpretation, and report writing of neuropsychological test batteries.

C. Experiences, Duties and Objectives: - Duties include administration, scoring, interpretation, and report writing of neuropsychological test batteries.

PREREQUISITES:
• Completion of the Neuropsychological Assessment Course.
• Approval by Dr. Gorman. After DCT approval, the prospective student will contact Dr. Gorman’s office and request to attend his supervision group.

NUMBER OF POSITIONS AND REIMBURSEMENT:
• 2 or 3 positions at $15/hour.
• Students may arrange to complete hours in one day at site, based upon the availability of the testing rooms.

TIME COMMITMENT: 10 hours/week

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Notify Drs. Gorman & Garcia-Shelton of your interest. Dr. Gorman will interview candidates.
**Medical Psychology Associates at Florida Hospital**

Address: 1685 Lee Road, Suite 200 Winter Park, FL 32789

Phone: (407) 303-7991

Practicum Supervisors:
Michael Westerveld, Ph.D. & Jodi Nadler, Ph.D. Licensed Psychologists

Email: westerm@msn.com; Jodi.Nadler.PhD@FLHOSP.ORG

Site Description: The Medical Psychology Associates at Florida Hospital service the health and neuropsychological needs of area residents. The Associates include 3 full-time neuropsychologists (2 adult-focused; 1 child-focused), and a health psychologist. This current practicum offering is a child and adult focused neuropsychology opportunity.

**Population Served** – A majority of the population served includes children aged 6-16 years referred for neuropsychological evaluation for various reasons including academic, behavioral, and neurological concerns. Common referral conditions include ADHD, Learning Disabilities, TBI, Pervasive Developmental Disorder (PDD), Seizure Disorder, Acute Lymphoblastic Leukemia (ALL), Hydrocephalus, Neurofibromatosis, Sickle Cell and related disorders, childhood stroke, complications of prematurity, and children with brain tumors.

**Experience & Duties** - Training goals include development of skills for test selection to address referral questions, administration, scoring, and report writing for each patient seen. The practicum includes one full evaluation each day (Required: 2 days/weekly) with time to score materials following. Supervision is provided to guide students in rationale-driven test selection, accurate administration of instruments, proper scoring procedures, and interpretation of test results with respect to brain/behavior relationships, and proficient report writing.

**Objective**- Following the practicum experience, students should feel competent in appropriate test selection for specific psychological/neurologic conditions. In addition, the practicum student should be able to independently administer and score according test selections. Regarding report writing, the student will feel able to construct a problem-focused neuropsychological report while being able to generate appropriate treatment interventions/recommendations.

ADULT Population: Dr. Westerveld will also arrange an experience in adult outpatient neuropsychology assessment as well. The adult neuropsychologists see a variety of neurological, neurodegenerative, and rehabilitative populations. Common conditions seen include stroke, multiple sclerosis, dementia (or other memory related conditions), cancer, and brain tumors. This practicum would be set up similarly to the pediatric one.

**Prerequisites:** As this is an advanced neuropsychological practicum, students must have a working knowledge of neuropsychology as a discipline and neuropsychological test instruments. The following courses are considered prerequisites: Fundamentals in Neuropsychology; and Neuropsychological Assessment

**Reimbursement:** Paid practicum at an hourly rate ($10-12/hr). **Placements for the year are finalized before the end of spring semester.**
Time Commitment: 20 hrs. / wk.; 2 days weekly (9am-5pm); A minimum of 2 consecutive semester commitment. All students start Fall semester.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Dr. Garcia-Shelton will contact Dr. Westerveld before April 16th with prospective students’ names. Students must submit their vitas to Dr. Westerveld, and then attend an on-site interview before acceptance to the practicum. Dr. Westerveld trains student’s 1x weekly through the last few weeks of the summer. The specific time is TBD based on student's assessment knowledge and experience and general experience of testing with the pediatric population. Students must complete Florida Hospital employee screening process prior to beginning practicum. Please initiate contact at least 30 days prior to desired start date.
TELEPHONE NUMBER: (321) 242-1526 – counseling services front desk

FAX: (321) 242-7464

ADDRESS: 1425 Aurora Road Melbourne, FL 32935

CLINICAL DIRECTOR/ Director of Programs: Susan Kiley, M.S., LMHC
skiley@womenscenterinbrevard.org

PRACTICUM SUPERVISOR:
Kim Deffebach, Ph.D. 321-223-0147

EMAIL ADDRESS SUPERVISOR: kimdeffebach@gmail.com

SITE DESCRIPTION: A non-profit organization providing multiple social services including victim advocacy, emergency and transitional housing, career guidance, as well as general outpatient counseling.

A. Population Served: Women, men, and their families in need of assistance while experiencing crisis and transition.

B. Experience, Duties and Objectives: The Women's Center will provide the student the opportunity to use skills in clinical and personal psychology and may include outpatient individual, couples, family and group psychotherapy and crisis intervention. Skills expected include Intake interview, diagnosis and treatment plan development and counseling intervention as well as documentation and statistics.

PREREQUISITES: The position is open to third or fourth year students.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 1 - 2 positions with approximately 10 hours a week. No reimbursement.

TIME COMMITMENT: A two-semester commitment is required. Minimum of seven direct client contact hours, for a total of 10 hours per week at the center. Clinicians will see children, adolescents, and adults; fluency in Spanish is preferable. Fall and spring semesters

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

APPLICATION PROCESS AND TIMELINE: Notify the Practicum Office of your interest, then submit the following documents to Sue Kiley (email on documents). Dr. Deffebach will contact students for an interview. Selection has already been made for Fall 2014. Selection process for Winter 2015 assignments will take place in October, 2014
Family Learning Program (FLP)

ADDRESS: Community Psychological Services, Melbourne, FL 32901
        North County Branch, Children’s Advocacy Center, Rockledge, FL

PROGRAM DIRECTOR: Demara Bennett, Psy.D.  TELEPHONE: (321) 604-5898
SUPERVISORS: Demara Bennett, Psy.D. & Sara Howze, Psy.D., Licensed Psychologists
EMAIL ADDRESS: dbennett@fit.edu

SITE DESCRIPTION: Goal is to work as a team to treat children who are victims of incest or caretaker sexual abuse, their non-offending caretakers, and the offender. Co-therapists lead weekly group therapy sessions for each of these client groups (the primary mode of treatment). Individual, Couples and Family therapy sessions will be held if needed. Full intake and assessment battery, treatment plan, session progress notes, and termination summary are completed on each client. Meeting and consultation with relevant community agencies in service of the clients may be part of team effort. Leadership, professional presentation, and consulting roles also available. Specialized training, weekly group supervision, individual as needed.

A. Population Served: all socio-economic status including minority, low and medium economic status families. Clients are partially subsidized by Department of Health, Children's Medical Services Contract and other smaller funding sources.

B. Experiences, Duties and Objectives: Therapeutic experiences and roles are tailored to interests and experience. Individual, family, and/or group therapy and assessment with children and adults is required.

PREREQUISITES: Master's degree or equivalent and training and/or experience with particular populations to be worked with. Non master's level students may participate in sibling abuse prevention groups or if trained, in assessment practicum or may work with a master’s level therapist for therapy with children or parents. Students must apply and be selected, depends upon openings available.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 6-8 positions; remuneration depends on amount of time commitment, funding, and agreement (M.S. $9.00/hour, B.S. $6.67/hour). Assessment practicum only is available for B.A./B.S. students studying for Psy.D. and/or have taken Personality Assessment (2nd year students).

TIME COMMITMENT: 10 hours per week, 3 credits. Fewer hours, less credit may be taken on individual arrangement. All FLP clinicians run one group per week, complete at least two intakes per semester and make other contributions to the team including case managing, community outreach and team leadership activities. Clients are long term therefore, 1 year minimum for clinician joining FLP.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Dr. Garcia-Shelton of your intent to enroll in supervised clinical experience or practicum for services.
ADDRESS: 1127 S. Patrick Drive, Suite 24, Satellite Beach, FL 32937

TELEPHONE: (321) 773-1111 FAX: (321) 773-1692

PROGRAM DIRECTOR & SUPERVISOR:
Gwen Mundorf, LCSW   Gwen@brevardoutpatient.com

SITE DESCRIPTION: Private state licensed outpatient substance abuse/dual diagnosis and anger management for adults and adolescents.

A. **Population Served:** Adults, adolescents, children, and families.

B. **Experiences, Duties and Objectives:** Individual therapy, group therapy.

   Duties include:
   1. Assist in formulating treatment plan.
   2. Assist in diagnosis.
   3. Administer psychological assessments.

   Objectives include:
   1. Practical application of assessment tools (e.g., personality, intelligence) for children, adults, adolescents, and adult family members.
   2. Application of individual and group therapy techniques for children, adolescents, and adults.


NUMBER OF POSITIONS AND REIMBURSEMENTS: 2 positions; unpaid

TIME COMMITMENT: 1) 2-consecutive semesters required; 2) approximately 10 hours per week; 3) **Thursday 5:00-8:00 pm required**; 4) Case Consultation Meeting Friday 8:00-9:00 am at FIT.

APPLICATION REQUIREMENTS & TIMELINE:
   Notify PsyD Practicum Office of your interest. Contact John Holdsworth, CEO, B.O.A.T.(john@brevardoutpatient.com) and arrange an interview. Bring CV to interview.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

   Apply for Summer & Fall semester in early March; Apply for Spring & Summer semester in October.
Family Counseling Center: Substance Abuse Track

TELEPHONE: 321-632-5792

PRACTICUM SUPERVISOR: Laurie Paquette, Ph.D.

EMAIL ADDRESS SUPERVISOR: laurie.paquette@fccbrevard.org

SITE DESCRIPTION: Family Counseling Center is a private, not-for-profit outpatient mental health center. We provide services to clients of all ages, including the elderly and children in the 0-5 age range. Our services are offered throughout Brevard County with offices in both Rockledge and Melbourne. In addition to mental health therapy, Family Counseling Center provides psychiatric services, psychological testing, and specialized group intervention for a number of different populations. In particular, we have a state licensed substance abuse program, which includes group and individual substance abuse treatment, as well as on-site drug/alcohol testing. In addition, we conduct court-ordered substance abuse evaluations.

A. Population Served: all ages, various treatment issues, outpatient level of care

B. Experiences, Duties and Objectives: Trainees will have the opportunity to participate in a variety of experiences specific to the substance abuse program. They will be involved in co-facilitating groups, as well as providing concomitant individual treatment for group members. Trainees will also have the opportunity to conduct intake assessments for the substance abuse program. Finally, they will be involved in conducting court-ordered substance abuse evaluations and writing related reports. As many of our substance abuse clients are dually diagnosed and struggling with mental health issues, trainees will have an opportunity to gain experience with this population as well.

SUPERVISION PROVIDED: Trainees will receive at least one hour per week of individual supervision and one hour per week of group supervision.

PREREQUISITES: Required: Master’s Degree in mental health field.

NUMBER OF POSITIONS AND REIMBURSEMENT: 1 Position; Reimbursement is $10 per client contact hour.

TIME COMMITMENT: Required: 20 hours/week, 2 consecutive semesters. MUST be available at least two evenings when groups are offered (Tuesday, Wednesday, Friday).

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

PREREQUISITES RECOMMENDED: Prior experience or coursework in substance abuse treatment.
Clinical Peer Supervision Team

ADDRESS: 150 W. University Blvd. Building 545

PRACTICUM SUPERVISOR: Clinical Faculty supervisors

SITE DESCRIPTION: This is an advanced practicum for clinical students.

A. Population Served - Clientele of (initial) practicum students at Community Psychological Services.

B. Experiences, Duties, and Objectives - Provision of peer supervision under the direction of a clinical faculty member serving as a supervisor at Community Psychological Services.

A. Services Offered - The peer supervision includes review of intakes, psychological evaluations, video-tapings, et. al. per the direction of the faculty supervisor.

B. The usual professors accepting a peer supervisor for his/her team are:

1) Dr. Chavez
2) Dr. Elmore (CPS & Couples)
3) Dr. Farber
4) Dr. Harrell (CPS and DOH sites)
5) Dr. Paulillo (Advanced Practicum)
6) Dr. Van Sickle (BHA site)

PREREQUISITES: PSY6520 - Supervision in Clinical Training and permission of faculty supervisor.

NUMBER OF POSITIONS AND REIMBURSEMENT: Interested students must contact supervising clinical faculty and request position. No reimbursement.

TIME COMMITMENT: 5-10 hours per week

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NESSARY ACTIONS: Contact the faculty for whom you wish to assist. Notify Director of Clinical Training if you are granted permission by the supervisor.
III. INPATIENT SITES
SITE NAME: Brevard County Jail Complex – Mental Health Unit

ADDRESS: 860 Camp Road, Cocoa, FL. 32923
PHONE CONTACTS: (321) 633-0217
FAX: (321) 635-7800

PROGRAM SUPERVISOR: Orville Clayton, LMHC, LCSW, Program Director

EMAIL ADDRESS SUPERVISOR: orville.clayton@brevardsheriffsoffice.org

SITE DESCRIPTION: The Brevard Jail Complex is operated by the Brevard Sheriff’s Department. It is a self-contained, secure facility that houses adults and those adjudicated as adults within Brevard County who have been arrested for criminal charges. Detainees include criminally charged individuals who are awaiting trial, awaiting transfer to another jurisdiction, convicted and awaiting transfer to the Department of Corrections or those convicted and serving sentences generally less than one calendar year. The Mental Health Unit is contained in the Jail Complex and provides a range of mental health services for detainees with both chronic and situational emotional and psychiatric abnormalities.

POPULATION SERVED: Male and female adults arrested or charged in Brevard County for civil offenses

EXPERIENCE, OBJECTIVES, DUTIES
- Increased experience in individual and group assessment and psychotherapy
- Experience in crisis intervention
- Increased familiarity with psychopathology and psychopharmacology
- Increased experience in suicide assessments and therapeutic interventions
- Court referred assessments and evaluations
- Supervision experience
- Case charting and documentation

NOTE: Each student taking this practicum is required to meet every Friday 8:00-9:00am in a Case Consultation session at FIT with a licensed psychologist.

PREREQUISITES: Two semesters of entry level Practicum and completion of Intro to Forensics and a Background Clearance, Drug Screen, Completion of Security Briefing.

NUMBER OF POSITIONS & REIMBURSEMENT: 3 per semester; $8.00/hr.
TIME COMMITMENT: 10 hours weekly for duration of one semester (fall or spring). 14.5 hours weekly during summer semester. Required two consecutive semester commitment.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

NECESSARY ACTIONS: Notify the Clinical Training Office of your interest. Selected students must complete the Clearance application, found in the Clinical Training Office, and get it notarized (Jani McCray is a notary). Submit the application to Mr. Clayton. The Mental Health Unit will contact new
students and schedule an Orientation meeting. The Orientation and application approval must be completed before students get badged and/or are allowed on premises.
Florida Hospital for Children

ADDRESS: 615 East Princeton Street Suite 540 Orlando, Florida 32803
Phone: 407.303.8127 Email: christine.salinas.psyd@flhosp.org Fax: 407.303.8197

SUPERVISION: Primary supervisor: Christine Salinas, Psy.D. Licensed Psychologist and there may be opportunities to be supervised by Dr. Westerveld, ABPP(CN) board certified neuropsychologist.

PREREQUISITES:
Enrollment as a doctoral student in Psychology is required. Graduate coursework in neuropsychology and prior testing experience are strongly preferred.

NUMBER OF POSITIONS AND REIMBURSEMENT:
Extern positions are currently unpaid for 2013.

TIME COMMITMENT:
At least two consecutive semesters. Externship days are Tuesday, Wednesday, and Thursday from 8:30am-5pm. Externs can sign up for 1-2 days/week depending on graduate school practica requirements. 10-20 hrs./wk.

Students at the Florida Hospital Comprehensive Epilepsy Center will learn to administer, score, and interpret neuropsychological test batteries in children and adults undergoing in-patient and outpatient pre-surgical evaluations for epilepsy, or outpatient evaluations post-operatively. They may be involved in neuropsychology consultations on the inpatient Epilepsy Monitoring Unit (EMU) including shadowing interviews and feedbacks. Although not required, students may attend Epilepsy Surgery Case Conference, teaching rounds, and various didactic experiences offered such as the Advanced Epilepsy Lecture Series, Neuropsychology/Neuroscience Seminar, Neuropsychology Journal Club, and Epilepsy Journal Club. There may also be at least one opportunity over a 2-semester practica to observe a functional MRI with a surgical candidate and observe cortical stimulation mapping of language in a surgical candidate depending on the extern’s schedule. There may also be the possibility of observing a neurosurgical intervention, if approved by the epileptologist and neurosurgeon. There is also an option for gaining research experience in ongoing investigations and for developing individual projects to meet requirements for doctoral dissertations.

NECESSARY ACTIONS:
Interested applicants should send a cover letter (1 page maximum), CV (including 2 references), and a list of psychological/neuropsychological tests you have administered.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

If you have already submitted a CV to Dr. Westerveld, please send the additional materials to:
Christine M. Salinas, Psy.D. christine.salinas.psyd@flhosp.org
Florida Hospital Inpatient Neuropsychology

ADDRESS: Florida Hospital South and Winter Park Memorial  
SUPervisor: Benjamin Johnson-Markve Psy.D. Licensed Psychologist  
EMAIL: Benjamin.Johnson-Markve@flhosp.org  
SITE DESCRIPTION: An inpatient neuropsychology rehabilitation site.

A. Population served: Patients in the acute phase of significant trauma to the brain. Neurological injuries include stroke (predominant), brain tumors (e.g. medulloblastoma, acoustic neuroma), and TBI. Patients are generally adults and elderly.

B. Experiences, Duties, and Objectives: Individual & group therapy, traumatic stress debriefing, outreach services. Duties include:

1. Individual Therapy (adjustment and insight related) Skills
   i. Develop clinical skills needed to work with an inpatient neurological population
   ii. Conduct one on one sessions with patients
   iii. Understand the effects of neurological deficits on therapeutic outcome, be able to articulate these effects to patients (psychoeducation)
   iv. Attend rounds and assist in conceptualization of various cases

2. Brief Inpatient Based Assessment Skills
   i. Establishing rapport for purposes of eliciting optimal test performance
   ii. Learn how to provide immediate feedback for neuropsychological assessment
   iii. Learn and administer various brief batteries (e.g. RBANS)
   iv. Participate in various consultation programs (e.g. cystic fibrosis; NPH)

SUPERVISION: Students will receive consistent supervision throughout the day with a minimum of one hour at the end of the day from the Licensed Psychologist. Ongoing supervision is also provided through review of clinical documentation. Additional supervision is available upon request.

PREREQUISITES: Coursework and interest in either neuropsychology, rehabilitation psychology, or health psychology. The student must be comfortable being clinically independent.

NUMBER OF POSITIONS AND REIMBURSEMENT: One position, no reimbursement.

NECESSARY ACTIONS: Dr. Garcia-Shelton provides the names of interested students to Dr. Westerveld before April. Students submit their CVs to Dr. Westerveld, and attend an on-site interview before acceptance to the practicum. In addition, accepted students might complete prerequisite training during the semester before the practicum begins. If you are accepted to this site, you must provide a current copy of your liability insurance.
NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

TIME COMMITMENT: 10 hours per week for one semester, but not summer (it is too short). Students do not need to complete Dr. Westerveld’s practicum first. Students may register for summer semester only if they commit to two semesters at this site (spring and summer or summer and fall). The time commitment can be flexible as far as 1 full day or 2 half days. The best days would be Thursday and Friday; however, Monday and Tuesday's are possible. Wednesday's are not possible.
Indian River Medical Center: Behavioral Health Center
Rev 5/2014

Address: 1190 37th St, Vero Beach, FL. Phone Number: 772-563-4666.

Program Manager: Brett Hall, MSW, MBA

Practicum Supervisors: Heather Simmons, LCSW, LMT, RN ext. 1811 (heather.simmons@irmc.cc); Pam Kenyon, LCSW ext. 1826 (pam.kenyon@irmc.cc);

SITE DESCRIPTION:

The Behavioral Health Center (BHC) at IRMC is a 46-bed facility located across the street from the main hospital. It includes a gym, pool, shaded courtyards, and both an indoor and outdoor physical challenge course for experiential learning (ROPES). BHC provides both inpatient and outpatient services for children and adolescents, and inpatient services for adults and seniors. Our therapeutic team is interdisciplinary and includes board certified psychiatrists, experienced RNs, creative therapists and licensed social workers.

NUMBER OF POSITIONS AND REIMBURSEMENT: 2 positions; unpaid

PREREQUISITES: Completion of formal assessment courses (i.e. Intelligence, Objective, and Projective). Some experience with group therapy and completion of psychotherapy coursework recommended.

TIME COMMITMENT: approximately 10 hours/week, which will include 1 hour of individual supervision per week. 2 consecutive semesters required

SUPERVISION: One hour of individual supervision per week + team meetings. Required case discussion session every Friday 8:00-9:00 am at FIT.

NECESSARY ACTIONS:
Notify the Office of Clinical Training of your interest.
Print and sign Exhibits B and C of the Affiliation Agreement and submit originals to the Office of Clinical Training

Get evidence of a 2-step TB skin test (PPD) within the last 6 months
Get evidence of a negative drug screening within the last 6 months
Get evidence of a physical examination within past year
Get evidence of a rubella vaccination in lifetime
Get evidence of 3 hepatitis B vaccinations in lifetime

A negative criminal background check is required before the start of practicum.

NOTE: Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.
Address: 400 East Sheridan Road, Melbourne, Florida 32901

Telephone: (321) 722-5297

Principle Contact: Jessica Karle, Ph.D., jkarle@circlesofcare.org

Site: Circles of Care is a comprehensive behavioral healthcare system. The position is for the inpatient services in the crisis stabilization inpatient hospitals that provide inpatient psychiatric/psychological services.

Population Served: Children, Adolescents, Adults, and Elderly persons in Brevard County. Clients are screened by an Intake Counselor and then admitted on either an involuntary or voluntary basis.

This site offers practicum students the opportunity to work with primarily adults who experience acute and chronic mental illness, including mood disorders, PTSD, psychotic disorders, personality disorders, substance abuse disorders, and dementia.

Circles of Care has approximately 120-licensed inpatient beds, including acute mental health, crisis stabilization, chemical detoxification, substance abuse residential, and children crisis stabilization programs. Circles of Care is accredited by the Joint Commission of Accreditation for Health Care Organizations, is an approved Medicare and Medicaid provider, and has contracts with numerous managed care companies.

Practicum Supervisors: Jessica Karle, Ph.D., & Jason Wieseler, Psy.D.

Site Description: Practicum students will be involved in a combined assessment and group therapy track. The assessment portion consists of conducting, scoring, interpreting, and composing psychological assessments for patients on the three adult units. Generally, the psychological assessment referrals include psychological assessment of various Axis I disorders and personality assessment.

The second aspect of the position will involve providing group therapy to patients on the adult units. The goal of group therapy is to provide crisis stabilization, psychoeducation, and an opportunity to discuss any concerns, goals, reason for admission to the hospital, and preparation for discharge.

The overall goal of all assessment and group therapy at Circles of Care is to provide supportive, comprehensive psychological treatment that assists in diagnosis, symptom reduction, and collaboration with the other disciplines.

Supervision: Practicum students will receive a minimum of two hours of supervision throughout the week. Primarily, this supervision takes place during the workday, while working in tandem with the postdoctoral resident and psychologists at Circles of Care. Students will be provided with ongoing supervision before and after group therapy and assessments. An additional group supervision session is likely, if time and schedules permit. Additional supervision for assessments and group therapy is available whenever necessary.
**Prerequisites:** This is an advanced practicum site, where students must have successfully completed at least two semesters at Community Psychological Services (CPS) and have completed the requirements for a master’s degree or have at least three years of experience in the field of psychology.

**Number of Positions and Reimbursements:** We generally have two to three new positions available each semester, reimbursed at $10/hr.

**Time Commitment:** Requirement 20 hours per week including supervision. The practicum credit awarded is determined by the student and the school.

**Competencies to be achieved:** Conducting, scoring, and interpreting psychological assessments and conducting individual/group therapy in an effective manner that upholds the APA and state ethics, principles, rules, and laws.

**NOTE:** Any student taking a practicum that does not provide supervision by a licensed psychologist is required to meet every Friday 8:00-9:00 am in a Case Consultation session at FIT with a licensed psychologist.

**Application Materials and Process:** Students with formal training in group therapy are especially encouraged to apply. Those interested in beginning a practicum in Fall Semester should send their application to CoC in early June. Those wishing to begin in Spring or Summer semester should send their application to CoC in early October. Application material should include a CV.
APPENDIX A: Practicum Evaluation
Default Question Block

Florida Institute of Technology
Graduate Program in Clinical Psychology
Student Evaluation of Practicum Supervision

Please choose your rating for the items below. Rate Your supervisor and the items based upon the provisions stipulated in your practicum contract. Your feedback is critical in the continued development and improvement of the practicum experience. Thank you for your time and feedback.

Practicum Name:

Semester:

Practicum Supervisor:

Number of Supervisees in your group

<table>
<thead>
<tr>
<th>0</th>
<th>3</th>
<th>6</th>
<th>9</th>
<th>12</th>
<th>15</th>
<th>18</th>
<th>21</th>
<th>24</th>
<th>27</th>
<th>30</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 of 8
gender

○ Male
○ Female

Number of years in graduate training:

0 1 2 3 4

Total number of credits for which you registered for this practicum:

0 1 2 3 4 5 6 7 8 9 10

Total # on-site practicum hours this semester:

0 20 40 60 80 100 120 140 160 180 200

Total # of face-to-face individual supervision hours this semester:

0 20 40 60 80 100 120 140 160 180 200
Total # of assessment hours this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of hours of consultation with other providers at this site this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of hours of professional office work—e.g. charting, returning phone calls, requesting records, etc. this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of hours of staff office work—e.g. scheduling patients, transcribing work of other professional staff, etc. this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Total # face to face intervention hours this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of group supervision hours this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Logistics:

1. Was time was set aside exclusively for supervision?
   - never
   - not always
   - rarely
   - sometimes
   - usually
   - always

2. Was your supervisor conscientious about being punctual?
   - never
   - not always
   - rarely
   - sometimes
   - usually
   - always

3. Was your supervisor conscientious about keeping appointments?
   - never
   - not always
   - rarely
   - sometimes
   - usually
   - always

4. Was your supervisor accessible for case consultation outside of regularly scheduled supervision?
   - never
   - not always
   - rarely
   - sometimes
   - usually
   - always
### B. Interpersonal Factors

<table>
<thead>
<tr>
<th>Question</th>
<th>n/a</th>
<th>never/ not always</th>
<th>rarely</th>
<th>sometimes</th>
<th>usually</th>
<th>always</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did your supervisor demonstrate good interpersonal skills during your</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>contact with him/her?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In your opinion was your supervisor interested in your supervision?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Was your supervisor tolerant of any value differences between the two of</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>you and of your clients?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### C. Skill Development

<table>
<thead>
<tr>
<th>Question</th>
<th>n/a</th>
<th>never/ not always</th>
<th>rarely</th>
<th>sometimes</th>
<th>usually</th>
<th>always</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did your supervisor clearly communicate his/her expectations and goals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>for practicum from the onset?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were practical skills taught in supervision?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did your supervisor contribute to an increase in your skill as a</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>therapist?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Was exploration of new therapeutic techniques encouraged?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did you receive adequate assistance in the handling of your cases, i.e.,</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>demonstration of role playing, specific suggestions and instructions?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has your supervisor contributed to your case conceptualization skills?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did your supervisor suggest appropriate readings from the research</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>literature?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did your supervisor assist you in the evaluation and measurement of</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>client response to treatment?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## D. Feedback

<table>
<thead>
<tr>
<th>Question</th>
<th>n/a</th>
<th>never/ not always</th>
<th>rarely</th>
<th>sometimes</th>
<th>usually</th>
<th>always</th>
</tr>
</thead>
<tbody>
<tr>
<td>16. Was your supervision successful in helping you assess your own strength?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17. Was your supervision successful in helping you assess your own weaknesses?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18. Did your supervisor establish a climate in which therapeutic errors could be comfortably discussed?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. Was your supervisor able to give you negative feedback in a constructive manner?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20. Did you receive adequate feedback on your assessment skills?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21. Was your supervisor open to feedback from the students?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22. Was feedback straightforward?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## E. Personal and Professional Growth

<table>
<thead>
<tr>
<th>Question</th>
<th>n/a</th>
<th>never/ not always</th>
<th>rarely</th>
<th>sometimes</th>
<th>usually</th>
<th>always</th>
</tr>
</thead>
<tbody>
<tr>
<td>23. Was your supervisor emotionally supportive of you as a therapist?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24. Were praise and encouragement provided?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25. Did your supervisor facilitate an increase in your self-confidence as a clinician?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26. Did your supervisor encourage your exploration of personal growth?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27. Did your supervisor contribute to your professional growth?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28. Was your supervisor a good role model?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29. Was your supervisor appropriately matched to your current level of experience as a therapist?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
F. Conclusion

<table>
<thead>
<tr>
<th>Q</th>
<th>n/a</th>
<th>never</th>
<th>rarely</th>
<th>sometimes</th>
<th>usually</th>
<th>always</th>
</tr>
</thead>
<tbody>
<tr>
<td>30.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

33. What aspect of supervision was most meaningful to you?

[Blank Box]

34. What suggestions do you have to improve supervision?

[Blank Box]

35. At what Level as a psychologist do you perceive yourself?

- "Anxious and Excited" (Novice)
- "Dependency & Identification with the supervisor"
- "Active Growth with Continued but Less Dependency"
- "Exuberance and Taking Charge"
- "Professional Identity & Independence"
- "Stability & Collegiality" (Firmly established professional identity)

36. What is your perception of your supervisor's theoretical orientation (psychodynamic, behavioral, etc.)
37. List all **SPECIFIC** skills learned (if any) as a result of your contact with this supervisor (i.e., relaxation training, systematic desensitization, specific assessment techniques, interview techniques, etc.)

Any Comments or Additional Information You Feel is Pertinent to This Evaluation:

Thank you for your time. We are interested in improving the quality of our survey, and your feedback is always helpful. Is there anything we can do to improve this survey?
Default Question Block

Florida Institute of Technology
Graduate Program in Clinical Psychology
Supervisor Evaluation of Practicum Student

Student name:

Practicum Site:

Supervisor:

Semester:

Start Date of Evaluation Period:

End Date of Evaluation:
Recommended Grade:

Directions: Evaluations should be based on current level of progress and competence in the practicum. Choose the number that best describes the trainee's competence as given in the description below. Rate each category independently.

-N- Insufficient data to rate at this time

-1- Competence is consistently below average and the student requires additional knowledge, maturation, and/or change in order to be effective in various skill areas; student should not be allowed to function independently.

-2- Competence is below average but, with further supervision and experience, is expected to develop satisfactorily; independent functioning is not recommended and close supervision is required.

-3- Competence is at the minimal level necessary for functioning with moderate supervision required.

-4- Competence is above average; student can function independently with weekly supervision.

-5- Competence is well developed and student can function independently with minimal required supervision.

BASIC COMPETENCIES
1. Basic Therapeutic Skills

<table>
<thead>
<tr>
<th>Basic Therapeutic Skills</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Initiating sessions</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Non-verbal attending (voice, body posture, proximity &amp; content congruent)</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Conveying accurate empathy &amp; warmth; developing rapport.</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Paraphrasing</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Reflecting content, feeling, and needs</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Clarification</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Summarizing</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>h. Appropriate self-disclosure</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Confrontation</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>j. Information gathering</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>k. Ending session smoothly</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Consultation skills:

<table>
<thead>
<tr>
<th>Consultation skills</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Worked effectively with significant others (family members, teachers, relevant professionals) to meet client needs.</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Case Conceptualization Skills:

<table>
<thead>
<tr>
<th>Case Conceptualization Skills</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Can conceptualize clients' concerns and contributing factors from within a coherent and empirically supported theoretical treatment model. Gave feedback to clients.</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. Oral Communication Skills:

<table>
<thead>
<tr>
<th>Oral Communication Skills</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communicated effectively with clients, supervisors, and peers</td>
<td>o</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5. Knowledge Base:

| Demonstrated good understanding of theories and research in psychology, development, counseling, assessment, and psychopathology. |
|---|---|---|---|---|---|---|
| N | 1 | 2 | 3 | 4 | 5 |

6. Intervention Skills:

| Integrated formulation of case conceptualization and intervention. Showed flexibility in using a variety of appropriate strategies to help clients work toward goals. Brought about problem resolution. |
|---|---|---|---|---|---|---|
| N | 1 | 2 | 3 | 4 | 5 |

Average Score For Basic Clinical Skills

| Average score |
|---|---|---|---|---|---|---|
| N | 1 | 2 | 3 | 4 | 5 |

ADVANCED CLINICAL SKILLS

1. Assessment skills:

| Demonstrated appropriate knowledge and use of assessment instruments. Was able to appropriately interpret and discuss test results with client and staff as well as integrate results into intake reports. |
|---|---|---|---|---|---|---|
| N | 1 | 2 | 3 | 4 | 5 |
2. Diagnostic Skills:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incorporated multiple sources of data; showed sensitivity to client concerns. Demonstrated knowledge of DSM-IV. Used diagnosis to establish client goals and make appropriate referrals.</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

3. Crises Management:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognized and handled crisis skilfully.</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Average Score for Advanced Clinical Skills:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average score</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

PROFESSIONAL PRESENTATION AND BEHAVIOR

1. Professional Behavior:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Showed readiness and ability to assume and discharge duties; initiated opportunities to gain and share skills. Facilitated the operation of facility.</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
2. Self Presentation:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presented self in a professional manner through appearance, dress, composure, organization, confidence, and desire to help. Demonstrated flexibility with the site's needs and altered strategies to fit new developments.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Management of Personal Issues in a Professional Manner:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Managed personal stress, psychological concerns, emotional reactions so they do not adversely affect case conceptualization, interactions with clients and their families, or relationships with supervisors and professionals.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. Ethical Knowledge and Practice:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrated understanding of and conformed to ethical principles in professional work and practice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Knowledge and Practice of Diversity Issues:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrated awareness and knowledge of diversity issues (ethnic, cultural, socioeconomic, sexual preference, and religious backgrounds); sought consultation from appropriate sources.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Report and Case Notes:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed reports A</td>
<td>progress notes on time and included relevant information, written in a professional style (clear, succinct, and devoid of unnecessary jargon) and can be used and interpreted by other professionals.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. Counselor Development:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aware of transference and counter-transference. Comfort in role as clinician. Use of self as therapeutic tool.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Average Score for Professional Presentation and Behavior

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**UTILIZATION OF SUPERVISION**

1. Supervisory Involvement:

<table>
<thead>
<tr>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actively sought supervision, discussed concerns and ideas, demonstrated openness to feedback, was non-defensive, showed ability to integrate feedback and used suggestions to improve clinical skills.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6/6/2014 2:21 PM
2. Feedback

<table>
<thead>
<tr>
<th>Provided clear feedback and is able to work cooperatively with staff</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
</tr>
</tbody>
</table>

3. Personal Growth

<table>
<thead>
<tr>
<th>Demonstrated an awareness of own level of competency. Took responsibility for own learning</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
</tr>
</tbody>
</table>

Average Score for Use of Supervision

<table>
<thead>
<tr>
<th>Average</th>
<th>N</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
<td>ø</td>
</tr>
</tbody>
</table>

Please identify areas of particular strength:


Please identify areas of potential further development:


Total # of on-site hours student completed for this practicum:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Hours


6/6/2014 2:21 PM
Total # of face-to-face intervention contact hours during this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of assessment hours during this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of individual supervision hours during this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total # of group supervision hours during this semester:

Click to write Choice 1
Total # of hours of consultation with other providers at this site during this semester:

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Click to write Choice 1

Total # of hours of back-office work (charting, scheduling, returning phone calls, requesting records, etc.) Please use the drop-down menu to write in the type of 'back-office work' you are reporting on.

<table>
<thead>
<tr>
<th>0</th>
<th>20</th>
<th>40</th>
<th>60</th>
<th>80</th>
<th>100</th>
<th>120</th>
<th>140</th>
<th>160</th>
<th>180</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Click to write Choice 1

Please tell us anything related to our student's work with you (positive or problematic) that will help us improve our training program.

Please tell us anything related to administrative issues (positive or problematic) that will help us improve our collaborative relationship with you.

Use this space to provide comment on anything that will help us improve our training program.
PsyD PRACTICUM EVALUATION OF STUDENT PERFORMANCE BY CLINICAL SUPERVISOR
FLORIDA INSTITUTE OF TECHNOLOGY
FALL SEMESTER 2013

These names typed below indicate that both the student and the supervisor have reviewed this evaluation. The separate signature sheet must ALSO be printed out and signed by both the supervisor and the practicum student. The student should turn in the completely signed document to the Practicum Office.

__________________________
Student’s Typed Name (print & sign separate paper copy) 

Date

Supervisor’s Typed Name (print and sign separate paper copy)

Thank you for your time. We are interested in improving the quality of our survey, and your feedback is always helpful. Is there anything we can do to improve this survey?
APPENDIX B: Information associated with infectious materials

The hazards associated with blood and other potentially infectious materials

*******Some practicum sites are in hospital settings. Students are required to read this section and ask medical personnel at your practicum site if you have further questions.*******

The hazards associated with occupational exposure blood and other potentially infectious materials for healthcare workers include contracting hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV).

Exposures occur through needle sticks or cuts from other sharp instruments contaminated with an infected patient's blood or through contact of the eye, nose, mouth, or skin with a patient's blood.

Important factors that influence the overall risk for occupational exposures to blood borne pathogens include the number of infected individuals in the patient population and the type and number of blood contacts. Most exposures do not result in infection.

RISK OF INFECTION AFTER EXPOSURE

What is the risk of infection after an occupational exposure?

HBV

- Healthcare personnel who have received hepatitis B vaccine and developed immunity to the virus are at virtually no risk for infection.
- For a susceptible person, the risk from a single needle stick or cut exposure to HBV-infected blood ranges from 6-30% and depends on the hepatitis Be antigen (HBeAg) status of the source individual.
- While there is a risk for HBV infection from exposures of mucous membranes or non-intact skin, there is no known risk for HBV infection from exposure to intact skin.

HCV

- The average risk for infection after a needle stick or cut exposure to HCV infected blood is approximately 1.8%.
- The risk following a blood exposure to the eye, nose or mouth is unknown, but is believed to be very small; however, HCV infection from blood splash to the eye has been reported.
- There also has been a report of HCV transmission that may have resulted from exposure to non-intact skin, but no known risk from exposure to intact skin.

HIV

- The average risk of HIV infection after a needle stick or cut exposure to HIV-infected blood is 0.3% (i.e., three-tenths of one percent, or about 1 in 300).
- Stated another way, 99.7% of needle stick/cut exposures do not lead to infection.
- The risk after exposure of the eye, nose, or mouth to HIV-infected blood is estimated to be, on average, 0.1% (1 in 1,000).
- The risk after exposure of non-intact skin to HIV-infected blood is estimated to be less than 0.1%.
- A small amount of blood on intact skin probably poses no risk at all. There have been no documented cases of HIV transmission due to an exposure involving a small amount of blood on intact skin (a few drops of blood on skin for a short period of time).
For Further Information:
HBV and HCV
• For additional information about hepatitis B and hepatitis C, call the hepatitis information line at 1-888-4-HEPCDC (1-888–443-7232) or visit CDC’s hepatitis website at www.cdc.gov/hepatitis.

HIV
• Information specialists who staff the CDC National AIDS Hotline (1-800-342-2437) can answer questions or provide information on HIV infection and AIDS and the resources available in your area. The HIV/AIDS Treatment Information Service (1-800-448-0440) can also be contacted for information on the clinical treatment of HIV/AIDS.

HBV-HCV-HIV
• PEPline (the National Clinicians’ Post exposure Prophylaxis Hotline) is a 24-hour, 7-day-a-week consultation service for clinicians managing occupational exposures. PEPline can be contacted by phone at (888) 448–4911 (toll free) or on the Internet at http://pepline.ucsf.edu/pepline.

Protective measures to be taken to minimize the risk of occupational exposure to blood-borne pathogens

Protective measures to be taken to minimize the risk of occupational exposure to blood-borne pathogens consists of following “universal precautions.”

Online training for Universal Precautions can be found at the American Red Cross website:
http://www.redcrossonlinetraining.org/Distance/Default.aspx

"Universal precautions," as defined by CDC, are a set of precautions designed to prevent transmission of human immunodeficiency virus (HIV), hepatitis B virus (HBV), and other blood-borne pathogens when providing first aid or health care. Under universal precautions, blood and certain body fluids of all patients are considered potentially infectious for HIV, HBV and other blood-borne pathogens.

Universal precautions apply to blood, other body fluids containing visible blood, semen, and vaginal secretions. Universal precautions also apply to tissues and to the following fluids: cerebrospinal, synovial, pleural, peritoneal, pericardial, and amniotic fluids. Universal precautions do not apply to feces, nasal secretions, sputum, sweat, tears, urine, and vomit unless they contain visible blood. Universal precautions do not apply to saliva except when visibly contaminated with blood or in the dental setting where blood contamination of saliva is predictable.

Universal precautions involve the use of protective barriers such as gloves, gowns, aprons, masks, or protective eyewear, which can reduce the risk of exposure of the health care worker's skin or mucous membranes to potentially infective materials. In addition, under universal precautions, it is recommended that all health care workers take precautions to prevent injuries caused by needles, scalpels, and other sharp instruments or devices.

Pregnant health care workers are not known to be at greater risk of contracting HIV infection than are health care workers who are not pregnant; however, if a health care worker develops HIV infection during pregnancy, the infant is at risk of infection resulting from perinatal transmission. Because of this risk, pregnant health care
workers should be especially familiar with, and strictly adhere to, precautions to minimize the risk of HIV transmission.

**WRITTEN GUIDELINES: UNIVERSAL PRECAUTIONS**

Universal precautions are discussed in the following documents:

1. [CDC. Recommendations for prevention of HIV transmission in health-care settings](https://www.cdc.gov/mmwr/preview/mmwrhtml/00070328.htm). MMWR 1987;36(suppl no. 2S).

These three documents may be obtained by calling the AIDS Hotline at 1-800-342-2437 or the National AIDS Information Clearinghouse at 1-800-458-5231.

In addition, the Occupational Safety and Health Administration (OSHA) has published a standard on "blood-borne pathogens." For information about this document, call 202-219-7157.

**GLOVING, GOWNING, MASKING, AND OTHER PROTECTIVE BARRIERS AS PART OF UNIVERSAL PRECAUTIONS**

All health care workers should routinely use appropriate barrier precautions to prevent skin and mucous membrane exposure during contact with any patient's blood or body fluids that require universal precautions.

Recommendations for the use of gloves are presented in detail in the Morbidity and Mortality Weekly Report dated June 24, 1988, which is available by calling the National AIDS Information Hotline at 1-800-342-2437 or the National AIDS Information Clearinghouse at 1-800-458-5231.

Gloves should be worn:

- for touching blood and body fluids requiring universal precautions, mucous membranes, or nonintact skin of all patients, and
- for handling items or surfaces soiled with blood or body fluids to which universal precautions apply.

Gloves should be changed after contact with each patient. Hands and other skin surfaces should be washed immediately or as soon as patient safety permits if contaminated with blood or body fluids requiring universal precautions. Hands should be washed immediately after gloves are removed. Gloves should reduce the incidence of blood contamination of hands during phlebotomy, but they cannot prevent penetrating injuries caused by needles or other sharp instruments. Gloves should always be available to health care workers who wish to use them for phlebotomy. In addition, the following general guidelines apply:

1. Use gloves for performing phlebotomy when the health care worker has cuts, scratches, or other breaks in his/her skin.
2. Use gloves in situations where the health care worker judges that hand contamination with blood may occur, e.g., when performing phlebotomy on an uncooperative patient.
3. Use gloves for performing finger and/or heel sticks on infants and children.
4. Use gloves when persons are receiving training in phlebotomy.
The Center for Devices and Radiological Health, Food and Drug Administration (FDA), has responsibility for regulating the medical glove industry. For more information about selection of gloves, call FDA at 301-443-8913.

Masks and protective eyewear or face shields should be worn by health care workers to prevent exposure of mucous membranes of the mouth, nose, and eyes during procedures that are likely to generate droplets of blood or body fluids requiring universal precautions. Gowns or aprons should be worn during procedures that are likely to generate splashes of blood or body fluids requiring universal precautions.

All health care workers should take precautions to prevent injuries caused by needles, scalpels, and other sharp instruments or devices during procedures; when cleaning used instruments; during disposal of used needles; and when handling sharp instruments after procedures. To prevent needle stick injuries, needles should not be recapped by hand, purposely bent or broken by hand, removed from disposable syringes, or otherwise manipulated by hand. After they are used, disposable syringes and needles, scalpel blades, and other sharp items should be placed in puncture-resistant containers for disposal. The puncture-resistant containers should be located as close as practical to the use area. All reusable needles should be placed in a puncture-resistant container for transport to the reprocessing area.

General infection control practices should further minimize the already minute risk for salivary transmission of HIV. These infection control practices include the use of gloves for digital examination of mucous membranes and endotracheal suctioning, handwashing after exposure to saliva, and minimizing the need for emergency mouth-to-mouth resuscitation by making mouthpieces and other ventilation devices available for use in areas where the need for resuscitation is predictable.

Although universal precautions do not apply to human breast milk, gloves may be worn by health care workers in situations where exposures to breast milk might be frequent, e.g., in breast milk banking.

**Appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials**

**IF AN EXPOSURE OCCURS**

**What should I do if I am exposed to the blood of a patient?**

1. Immediately following an exposure to blood:
   - Wash needle sticks and cuts with soap and water
   - Flush splashes to the nose, mouth, or skin with water
   - Irrigate eyes with clean water, saline, or sterile irrigants

   *No scientific evidence shows that using antiseptics or squeezing the wound will reduce the risk of transmission of a blood-borne pathogen. Using a caustic agent such as bleach is not recommended.*

2. Report the exposure to the department (e.g., occupational health, infection control) responsible for managing exposures. Prompt reporting is essential because, in some cases, post-exposure treatment may be recommended and it should be started as soon as possible. Discuss the possible risks of acquiring HBV, HCV, and HIV and the need for post-exposure treatment with the provider managing your exposure. You should have already received hepatitis B vaccine, which is extremely safe and effective in preventing HBV infection. (p 2)

Reasons the employee should participate in hepatitis B vaccination and post-exposure evaluation and follow-up.

Reasons to participate in Hepatitis B Vaccination

The CDC recommends healthcare workers receive the full series of the vaccine

HBV is efficiently transmitted by percutaneous or mucous membrane exposure to infectious blood or body fluids that contain blood. The incubation period from the time of exposure to onset of symptoms is 6 weeks to 6 months. HBV is found in highest concentrations in blood and in lower concentrations in other body fluids (e.g., semen, vaginal secretions, and wound exudates).

- The word "hepatitis" means inflammation of the liver and also refers to a group of viral infections that affect the liver. The most common types are Hepatitis A, Hepatitis B, and Hepatitis C.
- Viral hepatitis is the leading cause of liver cancer and the most common reason for liver transplantation.
- In the United States, an estimated 1.2 million Americans are living with chronic Hepatitis B. Many do not know they are infected. Each year an estimated 25,000 persons become infected with Hepatitis A; 43,000 with Hepatitis B, and 17,000 with Hepatitis C.

http://www.cdc.gov/hepatitis/HBV/index.htm

What is the risk of infection after an occupational exposure?

Healthcare personnel who have received hepatitis B vaccine and developed immunity to the virus are at virtually no risk for infection. For a susceptible person, the risk from a single needle stick or cut exposure to HBV-infected blood ranges from 6-30% and depends on the hepatitis B e antigen (HBeAg) status of the source individual. Hepatitis B surface antigen (HBsAg)-positive individuals who are HBeAg positive have more virus in their blood and are more likely to transmit HBV than those who are HBeAg negative. While there is a risk for HBV infection from exposures of mucous membranes or nonintact skin, there is no known risk for HBV infection from exposure to intact skin. The annual number of occupational infections has decreased 95% since hepatitis B vaccine became available in 1982, from >10,000 in 1983 to <400 in 2001 (CDC, unpublished data).


Reasons to participate in post-exposure evaluation and follow-up.

- After exposure to Hepatitis B virus (HBV), appropriate and timely prophylaxis can prevent HBV infection and subsequent development of chronic infection or liver disease.
- Acute infection: No medication available; best addressed through supportive treatment
- 15%–25% of chronically infected persons develop chronic liver disease, including cirrhosis, liver failure, or liver cancer
- Estimated 3,000 persons in the United States die from HBV-related illness per year

Centers for Disease Control. (2010). The ABCs of Hepatitis. Publication No. 21-1076
APPENDIX C: TIME 2 TRACK

By Stephanie Tiedemann, M.S. and Nicole Gassman, M.S.

RECOMMENDATIONS:
Track client hours daily or at least weekly
Be aware of AAPI (found on APPIC’s website) to find what is reported to assist you with tracking. Time2Track was made to correlate with the application but is not 100% identical. Be honest…internship sites will know if you embellish.
Dr. Garcia-Shelton will view accounts and sign off on ALL of our hours come time for internship

First things first: Sign in and register @ Time2track.com
Sign up by Institution for Terminal Doctoral programs, and look up the FIT school code

Instructions for new students

Instructions for those who are new to Time 2 Track:
- Go to time2track.com/signup
- Enter your information (make sure you select "Florida Institute of Technology - Clinical Psychology Program" from the school list)
- Enter Authorization Key: GPSS-5624-WRNE-8287
- Click "Submit"

Instructions for those who have used Time 2 Track outside FIT:
- Go to app.time2track.com
- Sign in using current login & password
- Once logged in, click "My Account"
- Change your School to "Florida Institute of Technology - Clinical Psychology Program" (start typing in the box and a list of matching schools will appear). Your School must show "Florida Institute of Technology - Clinical Psychology Program" EXACTLY or the authorization key will not work.
- Click Save
- Click Subscription (still under My Account) and choose the Authorization Key option
- Enter Authorization Key: GPSS-5624-WRNE-8287
- Click Submit

Coding Clients
In T2T you are given four digits for each client. You can create your own system. Some ideas are:
Coding by site (i.e. PS for Psych Services + first letter of client’s first and last name; i.e.psJS for John Smith)
First two letters of client’s last name may be helpful along with 2 digits for site (i.e. WCsm could be Women’s Center – John Smith)
Eventually you will encounter clients with the same initials. In these cases, try using one letter for the site, client’s first initial, and first 2 letters of last name (i.e. wJSm).
Remember no client’s confidentiality should be compromised
It would be advisable to keep a list of your codes for reference either in a word document (password protected!) or handwritten
On T2T’s homepage once you are logged in, you can download a coding sheet to help you. Use a recording sheet for a day’s worth of clients.

Inputting Clients into T2T
T2T’s homepage after login has tracking sheets you can download and bring with you for when you cannot use T2T. It is suggested you use these, or some other form of tracking throughout the day (i.e. planner)
This is especially relevant at sites where you are seeing many patients daily (i.e. Circles of Care)
The following information needs to be tracked for each client by their 4 digit code:
  Age
  Gender
  Sexual Orientation (“Don’t know” is an option)
  Ethnicity (take your best guess if unsure)
  Disabilities
You can find further tracking advice in the Help section “Individuals”
All clients are first tracked individually, and then when necessary moved into a group, family, or couple. You will then have to name each Couple, Family, or Group.
Note: Groups need to be tracked by the individuals. APPIC counts the hours, but also the number of individuals.
Yes, this is tedious but important.

Tracking Hours
Go to “Activities” and click on the day in which the Activity occurred. See the link http://www.wheaton.edu/psychology/forms/Clinical%20Training/PsyD/Time2TrackCategories.pdf for a description of each activity.
Click appropriate category
Enter hours using decimals
  0.25 = 15 minutes
  0.5 = 30 minutes
  0.75 = 45 minutes
  1.00 – 1 hour (always round 50 minute sessions to 1 hour)

ALWAYS CLASSIFY AS DOCTORAL (unless you came to FIT with a previous masters and are inputting hours from your previous masters program)
Setting = Department School Clinic (CPS)
(if you coded CPS as a community mental health center, this is likely OK depending on the sites you are applying to)

Tracking Work
Work hours are not tracked on the APPIC application.

Testing hours are based on face-to-face time; 0.25 for MMPI-2; WISC/WAIS = 1.5; etc
Interpretation and report hours-be realistic!
Chart “Test Totals” in addition to Psychodiagnostic Test Administered to your particular client
This means tallying the test + the report written
Tally separately if it is in an integrated report (look at criteria on Time2Track Categories Information Sheet)
Make a separate report log (perhaps by client) if it is more helpful to you

Track supervision under support hours by individual, group, or peer

Support Activities
Support is essentially reported on the AAPI as 1) a total number of hours and 2) a description of what was done i.e. progress notes, chart review, consultation, etc.
Suggested times:
  Progress notes = 0.25 – 0.5
  Chart review = 0.25
You may also choose to just pick a certain number of support hours per session.

Time2Track Q & A Board
Only look at those responses with “time2track” as a signature, these are straight from the creators
Admin Meetings = Group Supervision
Therapy v. Substance Intervention v. Other
Consult Time2Track Categories Information Sheet
Bottom Line: put it where it fits best and where you need hours; if needed, you can split a 1 hour session by charting it as half substance abuse intervention, half individual therapy

Colloquium = Seminars/Didactic Training
Only those that were informational (not dean’s forum, awards, etc.)