PRACTICUM HANDBOOK

Psy.D. Program
SCHOOL OF PSYCHOLOGY
FLORIDA INSTITUTE OF TECHNOLOGY

2013-2014
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THE CLINICAL FACULTY AREAS OF INTEREST

Demara Bennett, Psy.D. Florida Institute of Technology. Visiting Professor. Director of Family Learning Program. Pediatric & adult neurodevelopmental & psychological evaluation and treatment; autism spectrum disorders, abuse and neglect issues

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.

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 Clinical Training (DCT) and Director of Psychological Services. Use of outcome measures in psychology clinics, psychological assessment, clinical training issues, geriatric population.

Todd R. Poch, Psy.D. University of Denver, Assistant Professor of Psychology. Forensic psychology, diagnosis and treatment of stress disorders, men's issues, executive coaching.
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 (SCPS), may register for 2 credits at external sites; whereas third and fourth year students may register for a maximum of four 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

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. In addition, as part of the Pre-practicum experience, every student will attend four 2-hour orientation meetings during the semester prior to their start at Community Psychological Services. 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

As stated in the Florida Tech catalog, all graduate students are required to take a minimum of 16 and a maximum of 29 credits of Practicum (PSY5595). One credit hour of PSY5595 corresponds to 75 practicum hours per semester. Thus, the minimum practicum requirement calls for 1200 total hours of supervised practicum experience. In practice, many students will accumulate more hours of practicum before leaving for internship.

Students will enter their first practicum at Community Psychological Services (SCPS) 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 SCPS, second year students may register for a maximum of 2 credits of practicum; third and fourth year students may register for a maximum of 4 credits of practicum each semester at approved sites.

Note: Sites generally 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 Psy.D. Program Office during Orientation and questions should be directed to Psy.D. Program Office.

MANDATORY All students registered for 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 SCPS 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. See Appendix C.

Note: Only practicum hours associated with the number of credits you registered for may be reported in Time2Track as “practicum” hours. All other hours must be reported in other categories, e.g. “other clinical hours,” etc.

Instructions for New Members:
- 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 Existing Members:
- 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

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 and 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 clinical psychologists are required to participate in a weekly clinical discussion group leaded by a clinical psychologist. 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 Psy.D. Program Office 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.

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 the Psy.D Program Office.

**PRACTICUM PREREQUISITES**

Practicum prerequisites include a combination of course background and permission of the supervisor and Director of Clinical Training. In granting this permission, the DCT will be guided by site availability and your academic preparation. Minimal academic preparation involves the successful completion of the following courses (or their accepted equivalents):

- PSY 5501 - Personality and Psychotherapy
- PSY 5502 - Psychopathology
- PSY 5521 - Assessment of Intelligence
- PSY 5522 - Laboratory in Assessment of Intelligence
- PSY 5527 - Objective Personality Assessment
- PSY 5528 - Projective Personality Assessment
- PSY 5541 - Clinical Skills and Techniques 1
- PSY 5542 - Clinical Skills and Techniques 2
- PSY 555X - Psychotherapy Models

**Note:** Each practicum description lists additional prerequisite(s) required for that clinical experience.

**PRACTICUM SEQUENCE**

For all students, the first practicum site will be two consecutive semesters at Community Psychological Services. Then, based on subgroup placement, students will follow an assigned 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.

Students will be divided into three subgroups classified by post baccalaureate education, supervised training experiences, and work experience. After completion of the prerequisites, approximately 1/3 of the post-baccalaureate students of the entering class are expected to begin their practicum at Community Psychological Services (SCPS) during the fall semester of their second year. Another 1/3 of the class will begin SCPS in the spring semester of their second year, and the final 1/3 of the class will begin SCPS practicum in the summer semester of their second year. **No students will be allowed to register for practicum before completion of the two semesters at the Community Psychological Services’ 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.
The external and advanced, internal practicum sequence for a student's tenure in our program will be coordinated by the student and the Director of Clinical Training during the student’s second semester at the required, initial practicum site, Community Psychological Services (SCPS).

Depending upon subgroup placement, 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.

Students should attempt to gain a balance of inpatient and outpatient clinical experiences.

**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</td>
<td>Consistent respect for clients, colleagues, faculty, and staff as reflected in verbal and non-verbal interactions.</td>
<td>Regularly demonstrates compassion;</td>
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<tr>
<td>Welfare of Others</td>
<td></td>
<td></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>
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<tr>
<td>5. Initiative/Self</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>Motivation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Scientific Mindedness</td>
<td>Values and applies scientific methods to professional practice</td>
<td>Articulates support for issues derived from the literature</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</td>
</tr>
</tbody>
</table>

Practicum Handbook
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<tr>
<th>9. Endorsement of Diversity</th>
<th>A willingness to affect and be affected by diversity as it is defined in its broadest sense.</th>
<th>Is open to diverse viewpoints and experiences: to see the world from another's point of view.</th>
</tr>
</thead>
<tbody>
<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>
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</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
Required initial, 2-consecutive semesters 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

DIRECTOR OF PSYCHOLOGICAL SERVICES:
Barbara M. Paulillo, Psy.D. Licensed Psychologist

PRACTICUM SUPERVISORS: clinical faculty (licensed psychologists)

SITE DESCRIPTION: Community Psychological Services is an on-campus community mental health clinic that provides 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 from Brevard County.

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, advanced doctoral students assigned to Community Psychological Services may provide adjunctive peer guidance. Students can expect to receive a minimum of two hours of group supervision per week. 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 clinical caseload of 5 therapy contact hours per week in a 16-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 and outreach projects are required.

PREREQUISITES:
PSY 5002 Pre-practicum
PSY 5501 Personality and Psychotherapy
PSY 5521 Assessment of Intelligence
PSY 5527 Objective Personality Assessment
PSY 5528 Projective Personality Assessment
PSY 5541 Clinical Skills and Techniques 1 & 2
PSY 5591 Seminar in Professional Standards and Ethical Principles in Psychology
PSY 5105 Biological Foundations of Behavior
PSY 5502 Psychopathology
PSY 5116 Cognitive and Affective Bases of Behavior

Approval by DCT & registration of 2 credits of PSY 5595 Section F1
During spring semester of your first year, the DCT announces which semester you start at SCPS in your second year.

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

**TIME COMMITMENT:** Minimum of 10 hours per week
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 Team

ADDRESS: 150 W. University Blvd. Building 545 Melbourne, FL 32901

TELEPHONE: (321) 674-8106

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

EMAIL ADDRESS OF SUPERVISOR: paulillo@fit.edu

SITE DESCRIPTION:
Community Psychological Services is an on-campus community mental health clinic that provides psychological services to the public. Clinicians will primarily complete Social Security Disability Determination evaluations and may provide outpatient individual therapy and other assessments.

POPULATION SERVED: children, adolescents, adults and elderly from Brevard County.

SUPERVISION: Dr. Barbara M. Paulillo of the School of Psychology provides clinical supervision for Community Psychological Services’ advanced team. Students can expect to receive a minimum of two hours of group supervision per week, review of all chart-work, review of video-recorded sessions, and individual supervision per request. 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 opportunities to increase assessment opportunities prior to internship.

The objectives of this practicum are to 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.

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

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

NUMBER OF POSITIONS AND REIMBURSEMENTS: 4 positions; no remuneration

TIME COMMITMENT: 10 hours per week, 3 credits. Fewer hours, less credit may be taken on individual arrangement.

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

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: Community Psychological Services
150 W. University Blvd. Building 454 Melbourne, FL 32901
PHONE#: (321) 674-8106  FAX: (321) 726-6727

SUPERVISOR: Mari Bennett, Psy.D., Licensed Psychologist
EMAIL: drmari@floridapsychspecialists.com

Site Description: The ASD Diagnostic Team is a practicum comprised of advanced-level doctoral clinical psychology students supervised by Dr. Demara 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 (typically Autistic Disorder, Asperger’s Disorder, and PDD NOS).
2. Providing differential diagnosis between the Autism Spectrum Disorders (typically Autistic Disorder, Asperger’s Disorder and PDD NOS) and between the ASDs 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-morbid 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 Disorders in addition to other mental health disorders enhances accurate diagnosis and appropriate recommendations related to the ASD and the co-morbid 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 coping, cognitive, and parenting skills to improve daily functioning and to reduce problematic ASD symptoms and their interference with life satisfaction.

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 PSY5529, Child Development and psychopathology classes.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 5 positions, No Reimbursement
TIME COMMITMENT: 10-12 hours/per week for 2 consecutive semesters, preferably for a full academic year.
NECESSARY ACTIONS: Drs. Bennett and Paulillo of your interest.
Building Blocks: Parent Child Interaction Therapy (PCIT) at FIT

ADDRESS: 2508 Country Club Road, Melbourne, FL 32901
SUPERVISOR: Felipa T. Chavez, Ph.D. Licensed Psychologist
EMAIL: chavezf@fit.edu
PHONE#: (321) 674-8104/8106

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. 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.

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 audiovisual 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. Preferences for those who have taken Child Development and psychopathology classes and have experience working with children, particularly preschoolers.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 2-4 positions, unfunded.
TIME COMMITMENT: 5 hrs. / wk. for a full academic year.

SUPERVISION: Students will receive a minimum of one hour of group supervision and ongoing supervision through review of clinical documentation. Additional supervision is available upon request.

NECESSARY ACTIONS: Interested students must contact Dr. Chavez.
Family Counseling Center: Child/Adolescent Track

TELEPHONE: 321-632-5792

PRACTICUM SUPERVISOR: Lori L. Parsons, Psy.D.

EMAIL ADDRESS SUPERVISOR: lori.parsons@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.

NECESSARY ACTIONS: Notify Dr. Paulillo of your interest. The selected student will contact Dr. Parsons prior to the semester.
CAPS: Counseling and Psychological Services

ADDRESS: On Florida Tech campus, located on northwest corner of University Boulevard and Country Club Road. 150 W University Blvd., Melbourne, FL 32901

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

PRACTICUM SUPERVISORS: Supervision from CAPS Director

PREQUISITES: Successful completion of 2 semesters at Community Psychological Services

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

A. Population Served - All students of Florida Institute of Technology and their dependents.

B. Experiences, Duties, and Objectives - CAPS is our on-campus mental health facility providing the following services: psychological assessment and evaluation, vocational and career counseling, individual, marital, couples, family, and group psychotherapy, and consultation with on-campus offices and off-campus community agencies and schools. Objectives for the CAPS practicum include gaining experience in the following areas:

   1. Intake Interviewing
   2. Psychological Assessment
   3. Case conceptualization
   4. Psychotherapy/Vocational Counseling
   5. Supervision
   6. Consultation/Liaison with Medical/Psychiatric referrals
   7. Functioning within a mental health service delivery system to include management, documentation and general range of services

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

TIME COMMITMENT: All students at this site start in the fall semester. Minimum of 10 hours/week for two consecutive semesters. Students are expected to continue with the cases, which are not transferred or terminated upon completion. Minimum supervision to be one hour per week of individual supervision and one hour per week of group supervision, and one hour per week of multicultural supervision/case discussion. No practicum over the summer.

NECESSARY ACTIONS: Interested students should contact Drs. Paulillo and Tapley. Dr. Tapley will interview prospective clinicians.
UCF Counseling Center

ADDRESS: Bldg 27 • 4000 Central Florida Blvd. • PO Box 163170 • Orlando, FL 32816
The UCF Counseling Center is located in the Student Resource Center, Building 7G Room 213.

TELEPHONE NUMBER: 1-407-823-2811 PROGRAM DIRECTOR: Stacey M. Pearson, Ph.D.
PRACTICUM SUPERVISOR: Karen Hofmann, Ph.D. Training Director khofmann@mail.ucf.edu
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 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.
NECESSARY ACTIONS:
Application deadlines are usually in the beginning of April. Refer to UCF Counseling Center’s Application Instructions at http://caps.sdes.ucf.edu/training-masters#apply
An interview at UCF is required & Dr. Paulillo must send a letter stating your eligibility for training.

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

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


EMAIL ADDRESS SUPERVISOR:  lparsons@fccbrevard.com

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

NECESSARY ACTIONS:  Notify Dr. Paulillo of your interest. Dr. Paulillo will select the student and then that student contacts Dr. Parsons 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

NECESSARY ACTIONS:  Notify Drs. Day and Paulillo 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:  kvarsickle@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.

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.

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.

NECESSARY ACTIONS: Interested students must contact Dr. Harrell.
Orlando Veteran Affairs Medical Center (VAMC)

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

SUPERVISORS: Diane Hernandez, Psy.D., and Teresa Carper, Ph.D. Licensed Psychologists

PRACTICUM COORDINATOR: 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. Mental 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 psychoeducational and psychotherapeutic techniques to restore and/or enhance wellness.

c. Emphasis areas are available in pain management, PTSD, anger management, and treatment of insomnia.

d. Focused assessments, time-limited interventions, and program evaluation will be ongoing processes on this rotation.

3. Neuropsychology
   a. The student will be exposed to the wide range of roles and procedures encompassed by neuropsychologists within the VA healthcare system including exposure to the full range of neuropsychological psychometric tools used to assess cognitive, perceptual, problem-solving, and sensorimotor skills. The student will also be exposed to the extended clinical and historical interview, and will become familiar with the process of neuropsychological case conceptualization.
   b. Responsibilities include administration of assessments and writing accompanying reports.
   c. Additionally, the student will be exposed to the process of cognitive rehabilitation and the role of other rehabilitative services (i.e. Speech/Language Therapy, Occupational Therapy) in the process of recovery from, or adaptation to a neurological insult.

4. Mental Health Administration
   a. This elective rotation is available dependent on the time availability of the Chief of Psychology.
   b. The student will be exposed to the concepts and demands of mental health administration including committee membership, risk management, performance improvement, program development, accreditation, and other administrative functions.
   c. Presentations, participation on work groups, and assignment of special projects 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.
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 cannot 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.
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, Ph.D., Diane Robinson, Ph.D., Rebecca Villar, Psy.D. 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.

Necessary Actions: Inform Drs. Leli and Paulillo 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

NECESSARY ACTIONS: Notify Drs. Gorman & Paulillo 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.

NECESSARY ACTIONS: Dr. Paulillo 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.
South Brevard Women’s Center

TELEPHONE NUMBER: (321) 242-1526 - front desk

FAX: (321) 242-7464

ADDRESS: 1425 Aurora Road Melbourne, FL 32935

CLINICAL DIRECTOR: Susan Kiley, M.S., LMHC

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

EMAIL ADDRESS SUPERVISOR: kimdeffebach@gmail.com

SITE DESCRIPTION: A non-profit organization providing information and referral, legal, counseling and educational services, 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 position 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

NECESSARY ACTIONS: Notify Dr. Paulillo of your interest. Dr. Paulillo will instruct students to contact Dr. Deffebach for an interview, so all candidates can be scheduled before selection.
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.

NECESSARY ACTIONS: Dr. Paulillo of your intent to enroll in supervised clinical experience or practicum for services.
Brevard Outpatient Alternative Treatment (B.O.A.T.)

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.


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.

PREREQUISITES: Finger Printing - Dept. of Law Enforcement background check.
Level II assessment coursework completed.

NUMBER OF POSITIONS AND REIMBURSEMENTS: 2 positions; unpaid

TIME COMMITMENT: 2-consecutive semesters required; approximately 10 hours per week.

NECESSARY ACTIONS:
Notify Dr. Paulillo of your interest. Dr. Paulillo will instruct students when to contact Mr. Holdsworth (CEO) and arrange an interview.
Family Counseling Center: Substance Abuse Track

TELEPHONE: 321-632-5792

PRACTICUM SUPERVISOR: Lori L. Parsons, PsyD

EMAIL ADDRESS SUPERVISOR: lparsons@fccbrevard.com

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).

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 (SCPS & Couples)
3) Dr. Farber
4) Dr. Harrell (SCPS 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

NECESSARY ACTIONS:
Contact the faculty for whom you wish to assist. Notify Dr. Paulillo if you are granted permission by the supervisor.
III. INPATIENT SITES
Brevard County Detention Center

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

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.

NECESSARY ACTIONS: Notify Dr. Paulillo of your interest. Selected students must complete the Clearance application (see administrative assistants at SCPS or ANGEL); get it notarized (Jani McCray is a notary) and give it to Amanda, an administrative assistant at SCPS, at least one month before the semester you plan to enroll at this site. Amanda will mail the application to Mr. Clayton, who will get it approved. 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.

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 PH #: (407) 303-7991
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. Paulillo 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.

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

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.

NECESSARY ACTIONS:
Notify Dr. Paulillo of your interest.
Print and sign Exhibits B and C of the Affiliation Agreement and submit originals to Dr. Paulillo.
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.
Circles of Care, Inc. Inpatient Psychiatric Facility

Address: 400 East Sheridan Road, Melbourne, Florida, 32901
Telephone: (321) 722-5297

SUPERVISORS: Jason Wieseler, Psy.D. jwieseler@circlesofcare.org; Jessica Karle, Ph.D. jkarle@circlesofcare.org; and Dr. JJ Jimenez, Psy.D.; and Elizabeth Depealtreu, Psy.D. elayton@circlesofcare.org) Licensed Psychologists;

Site: Circles of Care is a crisis stabilization inpatient hospital that provides inpatient psychiatric/psychological services and outpatient services.

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

This site offers practicum students the opportunity to work with individuals who experience acute and chronic mental illness that include a range of psychiatric diagnoses including mood disorders, PTSD, psychotic disorders, personality disorders and substance abuse disorders.

Circles of Care has 52-licensed hospital beds, 50 licensed residential and treatment beds, 18 licensed chemical dependency detoxification beds and 12 licensed chemical dependency intensive residential treatment beds.
Circles of Care is accredited by the Joint Commission on Accreditation for Health Care Organizations, is an approved Medicare and Medicaid provider, and has contracts with numerous managed care companies.

Site Description: The hospital is divided into three units including a Children’s Crisis Stabilization Unit (CCSU), and two Adult Crisis Stabilization Units. The Children’s Crisis Stabilization Unit provides short-term inpatient treatment for children and adolescent patients with a wide range of diagnoses including affective disorders, psychoses, developmental disorders, conduct disorders, and substance abuse. One of the Adult units is primarily a general adult unit with many patients diagnosed with dual diagnoses of co-occurring psychiatric diagnoses and substance abuse. The other Adult Unit is an Adult and Geriatric unit that focuses on the tx. of co-occurring disorders and the treatment of the elderly.

Positions and Reimbursement: 6 positions; $10 per hour
Practicum students will be involved in either a psychological assessment track or a group therapy track.

The assessment track has two positions. Track 1a of the assessment track will consist of conducting, scoring, interpreting and writing psychological assessments for patients on the Children’s Crisis Stabilization Unit (CCSU). Track 1b of the assessment track will focus on conducting, scoring, interpreting, and writing psychological assessments with the Adult Patients on the two Adult Units. Generally the psychological assessment referrals include psychological assessment of various Axis I disorders, personality assessment and IQ/memory assessment.

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

The third track will be providing group therapy at Twin Rivers, where the student will conduct group therapy with individuals going through a 28-day comprehensive detoxification and intensive residential program for the treatment of chemical dependency.

The fourth track will be one position for a student to work at the outpatient facility of Circles of Care.
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:** Regardless of inpatient track chosen, the practicum students will receive a minimum of one hour of group supervision per week from Dr. Wieseler a licensed psychologist at Circles of Care, inpatient hospital. Students will be provided with ongoing supervision before and after group therapy and assessments. There will be a didactic portion of this practicum site where every 2 weeks a research article or a case will be discussed in group supervision to ensure that students are learning about empirically supported therapy and current research related to the inpatient hospital setting. Additional supervision for assessments and group therapy is available whenever necessary.

The student working on the outpatient track will obtain a minimum of one hour of group supervision from Roger Keyser, Ph.D., licensed psychologist and director at the Outpatient Circles of Care facility. 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 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:**

Student’s start early for training.

- **Track 1a** (inpatient): 1-20 hour assessment position on Adult Unit
- **Track 1b** (inpatient): 1-20 hour assessment position on the Children’s Crisis Stabilization Unit (CCSU)
- **Track 2** (inpatient): 1-20 hour group position on the adult units
- **Track 3** (28 day program): 1-10 hour group position on Twin Rivers
- **Track 4** (outpatient): 1-10 hour individual therapy position at the Outpatient Circles of Care facility
- **Rockledge Track** (outpatient) 1-20 hour assessment position

**Time Commitment:** Requirement 10-20 hours per week (depending on the position) including supervision.

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

**NECESSARY ACTIONS:**

An orientation is required for all clinicians. In addition, all clinicians must submit an up-to-date list of immunizations from your FIT health center and a copy of their transcript (non-official version) from the FIT registrar’s office to Fallon DeRosa at COC.

Notify Dr. Paulillo and contact Dr. Jessica Karle @ jkarle@circesofcare.org;
APPENDIX A: Practicum Evaluation

Florida Institute of Technology
Graduate Program in Clinical Psychology
Practicum Evaluation

Student Name: ___________________________  Supervisor: ___________________________
Practicum Site: ___________________________  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. Circle the number that best describes the trainee's competence as given in the descriptions below. Rate each category independently.

- N- Insufficient data to rate at this time
- 1- Competence is consistently below average and student requires additional knowledge, maturation, and/or change in order to be effective in the 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 supervision.

BASIC COMPETENCIES

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

| 2. Consultation Skills - Worked effectively with significant others (family members, teachers, relevant professionals) to meet client needs. | N 1 2 3 4 5 |

| 3. Case Conceptualization Skills - Can conceptualize clients’ concerns and contributing factors from within a coherent and empirically supported theoretical/treatment model. Gave feedback to clients. | N 1 2 3 4 5 |

| 4. Oral Communication Skills – Communicated effectively with clients, supervisors, and peers. | N 1 2 3 4 5 |

| 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 | N 1 2 3 4 5 |
clients work toward goals. Brought about problem resolution

### Average Score for Basic Clinical Skills

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<thead>
<tr>
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<th>1</th>
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### ADVANCED CLINICAL SKILLS

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<tr>
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<th>Level of Competency</th>
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<tbody>
<tr>
<td>1. <strong>Assessment Skills</strong> - Demonstrated appropriate knowledge and use of assessment instruments Was able to appropriately interpret and discuss test results with clients and staff as well as integrate in intake reports.</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>2. <strong>Diagnostic Skills</strong> - 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>N 1 2 3 4 5</td>
</tr>
<tr>
<td>3. <strong>Crises Management</strong> - Recognized and handled crises skillfully.</td>
<td>N 1 2 3 4 5</td>
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### Average Score for Advanced Clinical Skills

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<tr>
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### PROFESSIONAL PRESENTATION AND BEHAVIOR

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<thead>
<tr>
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<th>Level of Competency</th>
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</thead>
<tbody>
<tr>
<td>1. <strong>Professional Behavior</strong> - Showed readiness and ability to assume and discharge duties; initiated opportunities to gain and share skills. Facilitated the operation of facility.</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>2. <strong>Self Presentation</strong> - Present self in a professional manner through appearance/dress, composure, organization, confidence, and desire to help. Demonstrated a flexibility with the site’s needs and altered strategies to fit new developments</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>3. <strong>Management of Personal Issues in a Professional Manner</strong> – 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 other professionals</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>4. <strong>Ethical Knowledge and Practice</strong> – Demonstrated understanding of and conformed to ethical principles in professional work and practice.</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>5. <strong>Knowledge and Practice of Diversity Issues</strong> – Demonstrated awareness and knowledge of diversity issues (ethnic, cultural, socioeconomic, sexual preference, and religious backgrounds); sought consultation from appropriate sources.</td>
<td>N 1 2 3 4 5</td>
</tr>
<tr>
<td>6. <strong>Report and Case Notes</strong> – Completed reports &amp; 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>N 1 2 3 4 5</td>
</tr>
<tr>
<td>7. <strong>Counselor Development</strong> – Aware of transference and counter transference. Comfort in role as clinician. Use of self as therapeutic tool.</td>
<td>N 1 2 3 4 5</td>
</tr>
</tbody>
</table>

### Average Score for Professional Presentation and Behavior

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<tr>
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### UTILIZATION OF SUPERVISION

<table>
<thead>
<tr>
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<th>Level of Competency</th>
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<tbody>
<tr>
<td>1. <strong>Supervisory Involvement</strong> - Actively sought supervision, discussed concerns and</td>
<td></td>
</tr>
<tr>
<td>ideas, demonstrated openness to feedback; was non-defensive</td>
<td>Showed an ability to integrate feedback and used suggestions to improve clinical skills.</td>
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<tr>
<td>-----------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>N 1 2 3 4 5</td>
<td>N 1 2 3 4 5</td>
</tr>
</tbody>
</table>

2. Feedback - Provided clear feedback and is able to work cooperatively with staff

N 1 2 3 4 5

3. Personal Growth – Demonstrated an awareness of own level of competency  Took responsibility for own learning

N 1 2 3 4 5

Average Score for Use of Supervision

N 1 2 3 4 5

Please identify areas of particular strength:

Please identify areas of potential further development.

REQUIRED:

Total # of intervention contact hrs. ________

Total # of assessment hrs. ________

Total # of Supervision hrs. ________

Signatures  These signatures attest that the signers have seen the evaluation and reviewed its contents. The signature of the student attests that he/she  has completed all of the casework and associated responsibilities of the practicum.

_________________________  __            _____________  _______________________

Student’s Signature  Date  Supervisor’s Signature

NOTE: This form is reviewed and updated regularly to respond to clinical training needs.
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](http://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](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](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. 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.


*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. Paulillo 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

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 (SCPS)**
(if you coded SCPS 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.)