Western Illinois University

Department of Psychology

Psychology Internship (PSY604)

PSY 604: Internship in Clinical/Community Mental Health - A full-time placement in an approved mental health facility providing advanced graduate students in clinical/community mental health with supervised experience in diagnosis, treatment, community education and program planning, and/or evaluation. (6 s.h., minimum of 12, repeatable to 12)

1. **CONTACT INFORMATION**

Dr. Kristy Keefe, Program Coordinator

Waggoner Hall 133

(309) 298-3162

K-Keefe@wiu.edu

Dr. Karen Sears, Department Chair

Waggoner Hall 100

(309) 298-1593

K-Sears@wiu.edu

2. **PROTOCOL**

 The internship must be a minimum of nine months of full-time employment in a training setting. Agencies make independent selection decisions regarding the interns they will accept for training, and the program cannot guarantee placement into the internship (although it does assist students in obtaining suitable internship placements). Any stipend paid to interns is negotiated between the student and the placement agency. The program assists the student in resolving difficulties that may arise which clearly affect the quality of the educational experience. Interns are expected to perform acceptably as employees of the host agency and to demonstrate competencies obtained through training in the program. The program coordinator meets with interns and their field supervisors at least once during the internship to discuss and assess performance. Site supervisors complete two evaluations of the intern, which—along with monthly reflective logs and the coordinator’s assessment are reviewed by the program coordinator to determine whether or not the student passes.

3. **APPLICATION REQUIREMENTS**

 A. Student must be a student in the Clinical/Community Mental Health program, and to be endorsed for commencing the internship by the program coordinator (see program handbook for specific details).

 B. To commence the internship, students must have successfully completed all graduate coursework, as well as the program’s Comprehensive Examination.

4. **REGISTRATION REQUIREMENTS**

 Students area required to register for PSY 604 (6 s.h.) for two semesters (typically Fall and Spring).

**5. STUDENT INTERNSHIP RESPONSIBILITY**

 *A. Professional Standards*

 1. Interns are expected to perform acceptably as an employee of the particular agency in regard to all the usual employment skills such as attendance, punctuality, record keeping, dress codes and generally to behave in accord with the policies and procedures under which the agency operates.

 2. Interns are expected to meet all specific expectations/requirements for the activities and performance of trainees as set forth by the training agency.

 3. Interns must behave in accord with the Ethical Standards of Psychologists.

 4. Interns are expected to participate regularly and actively in supervision as structured by the agency and to show evidence of the development of those skills requested by the field supervisor.

 *B. Clinical Competencies*

 1. Interns are expected to demonstrate competence in gathering appropriate diagnostic information using a variety of procedures including clinical interview, and formal assessment procedures and instruments.

 2. Interns are expected to demonstrate ability to appropriately use diagnostic information to generate an integrated conceptualization of the client's psychological functioning and to develop accurate DSM diagnoses and appropriate treatment plans on the basis of this information.

 3. Interns are expected to demonstrate competence in basic listening, responding, and interviewing skills.

 4. Interns are expected to demonstrate competence in using a variety of helping approaches and techniques as appropriate to the differing needs and situations of individual service recipients.

 5. Interns are expected to demonstrate an understanding of and an ability to carry out networking with other agencies/professionals as necessary for the provision of services in their placement community.

 *C. Personal Functioning*

 1. Interns are expected to demonstrate an awareness of themselves and their unique characteristics as critical elements in the helping situation. Further they are expected to show an appreciation of the impact of their unique characteristics on the attempt to help and to demonstrate skill in making appropriate adjustments for these factors.

 2. Interns are expected to demonstrate an understanding of and an ability to work effectively within the administrative structure of the mental health delivery system within which their placement agency functions.

 3. Interns are expected to manage personal stress, adjustment problems and/or emotional responses in such a way as to minimize the negative impact of these factors upon their clients and colleagues.

 4. Interns are expected to use supervision effectively by demonstrating a readiness to disclose and discuss material relevant to all aspects of their work with clients, receptivity to feedback, fair self-evaluation and openness to new experiences.

 *D. Documentation of Internship*

 Each intern is required to submit a monthly reflective log. In this log, interns are required to provide:

 1. A simple listing of the various activities that he/she has engaged in during the month with an accounting of the number of hours spent in each type of activity.

 2. A description of one particular clinical event that the intern dealt with during the month with an explanation of why it stood out, what the intern learned from it.

 3. A reflection upon professional growth during this time period. This *may* include consideration of such issues as what the intern is learning about the nature and use of the therapeutic relationship; about the intern as a therapist; about the characteristics of particular clinical populations and what kinds of things work with them and why; about specific approaches to treatment and/or specific interventions; about relationships with other professionals; about working within a particular type of agency, and so forth.

**6. ON-SITE SUPERVISOR RESPONSIBILITY:**

 1. Before the site is approved by the program coordinator, the site must submit a Training Plan (see Attachment #1), which provides details regarding the types of activities the intern will be involved with, as well as the amount and type of clinical supervision.

 2. The on-site supervisor must be a licensed mental health professional approved by program coordinator.

 3. The on-site supervisor is responsible for providing at least two hours of scheduled clinical supervision per week.

 4. The on-site supervisor is responsible for providing a wide range of clinical experiences to the intern, commensurate with their training and readiness.

 5. The on-site supervisor is responsible for completing the Trainee Evaluation Form (TEF) twice during the internship (see Attachment #2).

 6. The on-site supervisor is expected to host the program coordinator for at least one meeting among the coordinator, on-site supervisor, and intern.

**7. UNIVERSITY COORDINATOR RESPONSIBILITY:**

 1. The program coordinator is responsible for assisting students in their searches for internships.

 2. The program coordinator is responsible for reading and assessing each intern’s monthly reflective logs.

 3. The program coordinator is responsible for making at least one site visit during the internship, meeting with the intern and site supervisor to assess the intern’s progress, and to submit a report to the Chair regarding that site visit and its results.

 4. The program coordinator is responsible for addressing any difficulties on the internship that interfere with the internship’s educational goals, typically by consulting directly with the internship site and supervisor.

 5. The program coordinator is responsible for assessing the intern’s functioning and assigning a grade (S/U), based upon the students’ monthly logs, the on-site-supervisor’s two assessments with the TEF, and the results of the site visit. NOTE: The internship experience is unitary. Although the student registers for two semesters of academic credit, the student’s performance on the internship is evaluated as a whole. Grades in Psychology 604 are recorded as “I” until the internship is completed, at which time the grades for all semesters of registration are changed to reflect satisfactory or unsatisfactory performance on the internship.