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POLICY & PROCEDURE

Program/Department: Psychology

Subject: Psychology Internship Clinical Supervision

I. POLICY

Clinical supervision of psychology interns is a core element of the training program. All of the interns' professional activities are under the supervision of a licensed psychologist. Internship supervisors provide and document regular supervision meetings that address profession-wide competencies for Health Service Psychologists and meet the unique training needs of the intern.

II. PROCEDURE

A. Frequency of Clinical Supervision

Psychology Interns receive a minimum of two hours of individual supervision and two hours of group supervision per week. Supervision is provided by doctoral-level, licensed psychologists.

B. Types of Supervision

1. Primary Individual Supervision

Primary supervisors are licensed psychologists who meet weekly with interns and carry responsibility for ensuring that all aspects of an interns' work are under supervision. Certain caseload responsibilities may be delegated to the other individual supervisor. Primary supervisors are affiliated with the intern's clinical rotation and assume primary responsibility for intern evaluations on that particular rotation. While the other supervisor assists with competency evaluation processes, primary supervisors prepare written summary evaluations and review them with interns.

2. Other Individual Supervision

In addition to the primary supervisor, interns are assigned to another licensed psychologist for supervision. The additional supervisor meets weekly with the intern, focusing on a designated area of emphasis (such as outpatient cases, neuropsychological testing, etc.). Other supervisors assist primary supervisors with competency evaluation processes, sharing verbal and written supervisory feedback with interns and with the primary supervisors to incorporate in summary evaluations.

In the course of the internship, interns will meet with other licensed psychologists for supervision when one of their supervisors is unavailable, such as during the supervisor's time off (PTO), to ensure that at least two hours of individual supervision are provided weekly.

3. Supplemental Supervision

Supplemental supervision may be provided by psychiatrists or clinicians from other disciplines affiliated with the clinical rotations. Supervision with a professional from a discipline outside of psychology does not replace the required two hours of weekly supervision by licensed psychologists.

4. Group Supervision

Interns participate in group supervision led by several psychology staff. Group supervision includes topics such as program administrative issues, professional development, case supervision, group therapy supervision, DSM diagnosis, individual and cultural diversity, etc.

C. Content of Supervision

Individual Clinical Supervision of Psychology Interns Includes:

1. Clinical case management (psychotherapy, psychological testing, etc.)
2. Documentation review
3. Review of professional roles and experiences
4. Review of video/audio recorded clinical services and/or direct observation
5. Feedback on progress including identification of areas of strength and weakness
6. Support of skill development in profession-wide competency areas identified by the Standards of Accreditation for Health Service Psychology, in preparation for independent practice
7. Supervisor collaboration with leaders and co-workers from interns' work sites as needed
8. Completion and review of competency evaluations

D. Recording of Supervision

1. Supervisors document supervision content in a dated supervision note. Notes may include case discussions, intern progress toward developing skills and meeting profession-wide competencies, etc.
2. Supervisors complete all intern competency evaluations, including Competency Observation Reviews. Primary Supervisors complete mid-rotation evaluations and end-of-rotation summary evaluations.
3. Group supervision notes are kept as well. These notes generally focus on the content of the discussions.
4. All supervision notes are sent to the internship administrative assistant when the rotation is completed for filing.

E. Supervisors' Meeting

1. Internship Supervisors meet approximately six times per year. The purpose of the meeting is to:
 - a. Discuss the interns' progress in the internship program
 - b. Make recommendations for each intern based on their training needs
 - c. Support one another in building skills as supervisors
2. Additional meetings may occur if needed to address specific intern problems or performance issues that may arise.

Approved by _____
Program/Department Director

Date: _____

Approved by _____

Date: _____