

OVERVIEW OF CNS 738 PRACTICUM

The Practicum is a pre-internship experience designed to help students further develop their individual counseling and group work skills under careful supervision. The Practicum includes a minimum of 165 hours of clinical experience in a clinical mental health or school setting, plus individual/paired and group supervision by faculty.

The hours break down as follows:

- 165 Hours of work in a school or clinical mental health setting over a period of one full semester (approximately 11-12 hours per week) and should include a minimum of 50 hours of direct contact, 10 hours of which should be group work, and 7 hours of supervision by the site supervisor.
- 14 Hours of individual or paired supervision by the University Supervisor.
- 21 Hours of group supervision (1.5 hours per week) by the University Supervisor, with other students.

Supervision

Site Supervisor. A site supervisor must have a minimum of a master's degree in Counseling, or a closely related field with equivalent qualifications, including appropriate certifications and/or licenses. They also must have a minimum of two years pertinent professional experience (e.g., clinical mental health, school counseling) post-master's degree. Supervisors must have relevant training in counseling supervision, and the Department can provide this training. Site supervisors may contact the Department for resources regarding the clinical supervision process. It is the student's responsibility to check with their state's regulatory agency to determine if additional state requirements for site supervisors of practicum experiences are met. Site Supervisors meet with their practicum students for a minimum of 30 minutes each week to review audio recordings and/or to discuss clinical experiences for a minimum of 7 hours per semester. Site supervisors and practicum students are expected to have knowledge of the program's expectations, requirements, and evaluation procedures for students. Site supervisors are also available for consultation on an as needed basis outside of formal supervision meetings. During the first week on site, the student and his or her Site Supervisor will complete the Practicum/Internship Learning Agreement Form which includes a time schedule and brief plan of activities. A copy is submitted to the course instructor for approval.

University Supervisor. The University supervisor is responsible for initiating and maintaining contact with the student's site supervisor, and meeting with practicum students individually or in pairs for one hour per week. The University Supervisor also meets with groups of approximately 5 practicum students for 1.5 hours of group supervision each week.

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Student Logs and Recordings

A log of practicum activities will be completed weekly by the student and submitted to the University Supervisor to monitor progress toward the meeting of hourly requirements. You must keep up with your hours on a daily/weekly basis (see Time Log forms.) You will keep your university supervisor and site supervisor informed of your hours on a regular basis. At the end of each semester/course, you will submit a final time log documenting all of your hours for the full semester. This document must be signed by your site supervisor(s) and your University supervisor.

It is very important that the student submit audio recordings of interactions with clients/students for review and discussion with the site and university supervisors. Students are expected to record as much as possible. The minimum course requirement is to **submit three recordings** to the University supervisor. However, the University supervisor may require more recordings in order to appropriately monitor the student's clinical development.

Evaluation

Your University Supervisor and lead instructor are responsible for assigning your letter grade for both the midterm and final evaluation. In doing so, they will take into consideration all evaluation and feedback provided by your Site Supervisor. The lead instructor has primary responsibility for grade assignments.

Please note that Wake Forest University students are NOT allowed to conduct site visits alone. They may, however, accompany another site employee on such visits, either to client or student homes. If WFU students plan to go on home visits, they must provide the Department with a copy of the site's home visit policy/regulations. Students are prohibited from transporting client/students in their personal vehicle.