

PSY 659F: Internship Fieldwork in Counseling Psychology
University of Hawaii at Hilo

CRN:

Class Days/Times: To be determined with the internship site

Instructor:**Office Hours:****Email:****Course Overview:**

Internship Fieldwork is an advanced course designed to facilitate the student's integration of theory and practice in the therapeutic context. This course must be taken concurrently with PSY 659 (Internship Supervision Course) and the six credits earned in this course is for the mental health counseling experience gained at a Program-approved field placement.

Through direct client contact at a Program-approved field placement, students will develop a sound conceptualization of client issues and counseling process, mastery of skills, understanding of the role and function of professional counselors, and awareness of ethical and professional behavior. Issues related to counseling individuals from various cultural groups also will be a main area of focus. Evaluation of student trainees, supervisors, and training sites is another essential component to the experiential training sequence. Internship functions as an orientation to working in a mental health setting and precedes Internship training.

Students are required to complete a combined minimum of 300 client contact hours and 300 indirect hours across PSY659F and the previous practicum fieldwork (PSY640F), for a total minimum of 600 hours. Included in these hours, students are required to receive a minimum of one hour per week of individual or 1.5 hours of group supervision from the onsite supervisor. To ensure a good internship experience, the instructor also will be consulting with the onsite supervisor regularly throughout the semester.

Student Learning Outcomes:

1. Formulate and conceptualize client concerns using individual, cultural, and developmental understanding.
2. Develop competence in identifying an appropriate diagnosis of client issues based on the DSM-5-TR.
3. Identify and define treatment goals.
4. Plan and implement interventions utilizing at least one consistent theoretical orientation.
5. Display skills in developing the therapeutic alliance.
6. Display skills in crisis intervention.
7. Engage in effective progress monitoring and evaluate intervention progress and modify intervention or prevention strategies.
8. Apply knowledge of the self, knowledge of others, and the intersection of self and others as cultural beings in assessment, treatment, consultation, and all other professional interactions.
9. Demonstrate ability to work effectively with diverse individuals in assessment, treatment, and consultation.
10. Effectively negotiate the initial, middle, and termination stages of the therapeutic encounter.
11. Demonstrate understanding of the role and practice of supervision and respond appropriately to supervision.
12. Demonstrate knowledge of the critical role of reflective practice.
13. Demonstrate knowledge of the impact of self-care on professional practice.
14. Increase understanding of the professional counselor's role and function.
15. Practice according to the ethical standards for professional behavior of the ACA and APA.

Required Course Materials:

Student liability insurance. We recommend [Healthcare Providers Service Organization \(HPSO\)](#) but you are free to select a different insurance company. The minimum coverage you should obtain is \$1M per occurrence/\$3M aggregate. This will cover you for both semesters so you will not need to purchase this for PSY 659 in the spring semester.

[Time2Track](#) subscription is required for tracking direct and indirect hours and for managing supervisor evaluation forms. You must purchase the annual subscription (\$99). This will cover you for both semesters so you will not need to purchase this for PSY 659 in the spring semester.

Recommended Readings:

American Psychiatric Association. (2022). Diagnostic and statistical manual of mental disorders (5th ed., text rev.). <https://doi.org/10.1176/appi.books.9780890425787>

Kilgus, M. D., Maxmen, J. S., & Ward, N. G. (2015). Essential psychopathology and its treatment (4th ed). WW Norton & Company.

Field Placement Requirements:

1. Students are required to complete a minimum of 300 hours of supervised direct service across the PSY 640F Practicum and PSY 659F Internship courses.
 - a. Students are required to complete a minimum of 200 hours of supervised direct service during the PSY 659F Internship course.
2. Students are also required to complete a minimum of 300 hours of indirect service (e.g., paperwork, supervision, class attendance) across the PSY 640F Practicum and PSY 659F Internship courses.
 - a. Students are required to complete a minimum of 200 hours of indirect service (e.g., paperwork, supervision, class attendance) during the PSY 659F Internship course.
3. Students are required to receive a minimum of 60 minutes of individual or 90 minutes of small group supervision per week from the onsite supervisor.

Course Expectations:

1. Confidentiality: As we will be discussing materials that are confidential in nature, students are expected to adhere to the fullest extent the standards of confidentiality of professional counseling. When describing their clients, students must avoid using any identifying information (e.g., actual name).
2. Communication with supervisors: The instructor will maintain an ongoing open communication with the students' supervisors to discuss training goals and student progress during the semester. Two supervisor evaluations (mid-semester and end-semester) will be submitted to the instructor, which will be included in the student's academic file. **The student will be responsible for making sure that this evaluation is completed and reviewed with the site supervisor in a timely fashion.**

Mid-semester Clinical Evaluation Due: **DATE**

Final Clinical Evaluation Due: **DATE (no later than 11:59pm)**

3. Counseling timesheet: Students are expected to maintain a timesheet that documents their counseling work. The cumulative timesheet should be signed by their counseling supervisors during their weekly supervision session and should be submitted to their instructor as noted below so that your instructor can monitor progress. Students should keep a copy of this for their records. The timesheet should detail both direct and indirect hours obtained. **Please note that if students do not complete their 300 direct hours and 300 indirect hours by the end of the semester, they will be issued an Incomplete Grade for PSY 659F and they will be required to enroll in PSY 500 in the summer session to maintain continuous registration in the graduation semester as required by UH Hilo Graduate Division Policy.** Students who are issued an incomplete grade will have their degree conferred in the summer term provided that all required hours are completed by July 31.

Mid-semester Timesheet Due: **DATE**

Final Clinical Timesheet Due: **DATE (no later than 11:59pm)**

4. Progress notes: Students are expected to maintain timely progress notes, preferably completed immediately following each session (but no later than five business days following the clinical contact). The notes should be reviewed and signed by their counseling supervisors. The format of these notes will follow the agency-specific guidelines (e.g., SOAP, DIRT). **Supervisors have been instructed not to sign evaluations and timesheets if there are any outstanding progress notes.** Late or incomplete progress notes could result in not passing the PSY 659F Internship course, delayed graduation, and/or program dismissal.
5. Other tasks as assigned: Students are also expected to complete other tasks their supervisors assign them to do. For instance, some sites require students to attend treatment team or staffing meetings even if the student is not seeing a client that is being discussed at the meeting. Some sites may require students to enter data from standardized assessments, print handouts, file forms, or engage in other administrative tasks that are needed to support clients served at the agency/site. Students are expected to complete these tasks as assigned even though they do not count as direct service hours.
6. Communication with course instructor and program administrators: Students are expected to maintain open communication with their course instructor and as needed, other program administrators (i.e., Field Placement Coordinator, Program Director). If a problem arises and the student is unable to resolve the problem with their site supervisor, the student should immediately bring this to the attention of the course instructor. If the problem cannot be resolved with the course instructor, the student and course instructor may need to bring the matter to the Field Placement Coordinator and/or the Program Director to resolve the issue as quickly as possible.

Professional and Ethical Behavior: Students are expected to attend their clinical fieldwork as scheduled. At the discretion of the instructor and the Director of the Counseling Psychology Program, students who commit serious professional or ethical violations or omissions may be removed from the course and may receive a W or F. Serious ethical/professional violations or mistakes may also lead to dismissal from the Counseling Psychology Program. Serious violations include but are not limited to plagiarism and violation of rules of client confidentiality. Please see the program handbook for more information.

Grading: This course must be taken as Credit/No Credit. In other words, a letter grade will not be assigned. Provided you satisfactorily complete the course expectations as noted above, you will earn Credit for this course.

Support for Students: Please click on this [link](#) for additional supports available to UHH students.