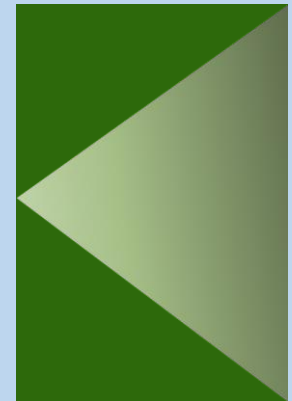


# Counseling Practicum & Internship Presentation

Department of Counseling and Development

Long Island University

2019-2020



# Department of Counseling and Development

- ◉ Welcome!
- ◉ Course fieldwork requirements
- ◉ Practicum and Internship Objectives
- ◉ Liability Insurance
- ◉ Required Health Insurance
- ◉ Required Forms
- ◉ Acceptable Supervision
- ◉ Professional Behavior
- ◉ Contact Information

# Welcome!

- You are about to venture forth on probably the most crucial experience of your journey in becoming a professional counselor – the practicum course and counseling internships. These educational and training experiences are the keys to entering the profession for it is here that you must prove your worth as a professional counselor.

- ◉ Indeed, it is in the practicum and internships that the graduate student must successfully bridge the gap between theory and practice. Most certainly, the internships provide and allow for some learning that can only be acquired on the job and, thus, supplement and complement what you have learned in your graduate classes.

- ① This presentation is designed to help you understand what steps are necessary in acquiring and successfully completing your supervised fieldwork.
- ① We most earnestly want to ensure that when you enter the profession you are indeed prepared to step into the role of professional counselor and to do so competently and with confidence and enthusiasm.

# Fieldwork Course Requirements

## ◎ Practicum

- > 669 – (100 Hrs. of total fieldwork experience)
  - \*60 Hours of observation, interaction and supervision
  - \*30 Hours of direct service via individual and group counseling.
  - \*10 Hours of interpersonal counseling with a client that is not involved with your practicum site. These hours are audio recorded and shared with the cooperating counselor, the practicum class and reflected in the logs given to the University Professor.

## ◎ Internships

- > 683 – Mental Health Internship I (300 Hrs.)
- > 684 – Mental Health Internship II (300 Hrs.)
- > 685 – Mental Health Internship III (300 Hrs.) (Adv Cert)
- > 686 – Mental Health Internship III (300 Hrs.) (Adv Cert)
- > 690 – School Counseling Internship (300 Hrs.)
- > 691 – School Counseling Internship II (300 Hrs.)

\*Each internship is taken over the course of one semester.

\*The student is required to prepare logs based on internship activities directed toward observation, insight, and theory.

\*Students are also required to submit Supervision Verification Forms with their Practicum/Internship logs.

# Practicum & Internship Objectives

- ◎ During the Practicum and Internship experiences, the student will be expected to:
  - > Apply observation skills.
  - > Establish and maintain an individual- group client caseload.
  - > Apply appropriate counseling skills as required.
  - > Demonstrate appropriate counseling skills through the use of audio and/or videotapes, when granted permission by both the cooperating counselor and the client to use these tapes in supervision.
  - > Develop specialized skills relevant to the requirements of the host site.
  - > Establish and maintain effective working relationships with staff, supervisors, and colleagues.
  - > Experience a variety of professional activities other than direct service work in the internships.
  - > Demonstrate willingness to meet professional obligations.
  - > Demonstrate enthusiasm and commitment to the profession.
  - > Demonstrate willingness to learn and respond professionally to feedback.
  - > Demonstrate personal traits conducive to effective counseling, learning and professional development.
  - > Know and maintain ethical standards.
  - > Demonstrate willingness to explore and use community resources for referrals.
  - > Demonstrate ability to use a variety of professional resources such as appraisal instruments, computers, print and non-print media, professional literature, and research.



# Liability Insurance

## ◎ Student Liability Insurance

- > It is the policy of the graduate Department of Counseling and Development that all students, whether enrolled in the school or mental health counseling programs, maintain student liability insurance throughout the duration of their program(s) of study.
- > You can obtain Student Liability Insurance at [www.hpso.com](http://www.hpso.com); or call 1-800-982-9491.

# Required Health Insurance

The University requires that certain categories of students maintain health insurance while attending the University.

- > Students who are in Mental Health Counseling must have Health Insurance.
- > If you have your own Health Insurance, then you must **WAIVE** the University's compulsory health insurance each semester.

**For additional information, please visit:**

**<http://liu.edu/CWPost/Enrollment-Services/Tuition/Student-Health-Insurance>  
Student Health Insurance Requirements & Waiver  
is on the left-hand side of the page.**

# Forms

- ◎ Each student must submit a Permission form filled out **prior** to the start of his/her fieldwork.
- ◎ Each week the
  - Time Log
  - Supervisor Verification Form

Must be completed and submitted to the cooperating professor.

# Acceptable Supervision

- ⦿ In a public school setting, the cooperating counselor must be tenured with permanent certification, or where there is no tenure track, have four years' experience and permanent certification in school counseling.
- ⦿ In a mental health setting, the cooperating counselor must be a licensed Clinical Mental Health professional in the mental health field, Psychiatrist, Licensed Psychologist, LMHC, LCSW or nurse practitioner or physician assistant with 3 years of mental health counseling experience.

*LMSWs, LMFTs, and LCATs cannot supervise clinical mental health counseling interns.*

# Professional Behavior

- The Department of Counseling and Development underscores the importance of counselors and counselors in training exercising professionally responsible public behavior.
- Therefore, it is important to be aware of the consequences that any such behavior (including voicemail, internet or otherwise) might have on the perceptions of them formed by their employers, professors, colleagues and any individuals they may help, including clients and students.
- Furthermore, counselors and counselors in training may face legal and/or ethical actions should they engage in such behaviors.

- It is the individual counselor or counselor trainee's responsibility to ensure that they comport themselves in a professionally responsible manner at all times and not engage in questionable activities that may reflect negatively on the Department of Counseling and Development.
- Student trainees are expected to adhere and follow all the Ethical Principles of the American Counseling Association (ACA), American Mental Health Counselor Association (AMHCA) and American School Counselor Association (ASCA).



## SOME DO'S AND DON'T'S ON MAKING THE MOST OUT OF YOUR INTERNSHIP EXPERIENCE

1. **Do** take responsibility for what you want to learn, the internship is a very different learning experience from the classroom.
2. **Don't** expect an internship to land you a job. Treat the internship as a way to develop your skills.
3. **Do** send a thank you note to your internship supervisor and anyone else who helped you. Manners are extremely important.
4. **Do** be creative. Suggest and develop new ideas. Find out what the school is lacking and see what ideas you can brainstorm.
5. **Don't** hesitate to be daring and take a risk. Try something new; do not close yourself up to learning, because of your fears.
6. **Do** show initiative. Volunteer when possible. Ask for things to do.
7. **Don't** disregard the importance of the small tasks such as answering the phone, filing, and photocopying. You can learn a lot from these tasks and if you do them efficiently you will have ample time to volunteer, research, and complete projects.
8. **Do** ask for a recommendation.
9. **Don't** consider your internship a failure, if you don't end up liking the field or the grade level. This is one of the reasons students are required to complete internships. Consider it a valuable learning experience.
10. **Do** be yourself.

# IMPORTANT GUIDELINES

## SCHOOL & CLINICAL MENTAL HEALTH COUNSELING

### START CALLING AS SOON AS YOU START THE PRE-PRACTICUM!!!

1. Check the list of schools/agencies on our site: <http://ceit.liu.edu/CSD-2017/CSD-DetailsMHSC.aspx> and select two or three according to your preference.
2. Before contacting the placement site, prepare a resume and cover letter to have for your upcoming interview. You must use your LIU email.
3. Call the contact person at the site and inquire if they would want to have your resume before an interview is arranged. If not, proceed to arrange an appointment to be interviewed.
4. The agency site supervisor should hold an appropriate Master's Degree, and be licensed in a mental health profession. Your supervisor can only be a LCSW, LMHC, NY State Licensed Psychologist, Psychiatrist, Physician's Assistant or Nurse Practitioner (these last 2 must have had at least 3 years in the mental health field). The school supervisor should hold an appropriate Master's Degree and be permanently certified as a school counselor in New York State. For more info, read the Practicum & Internship Guide on our website.
5. If a letter of introduction is required, please contact me and include your name, phone, the site, the supervisor and the email to which it is sent.
6. Liability insurance is required for all students. The department requires HPSO ins.

**Note:** The Child Abuse Workshop, Project S.A.V.E. Violence Prevention Workshop, DASA workshop and fingerprinting must be completed before you apply for NY State provisional certification in school counseling. Your fingerprinting is probably required before you start your practicum. These are the links for fingerprinting and certification:  
<http://www.highered.nysed.gov/tsei/ospra/fpprocess.html>

The Child Abuse Workshop is also a requirement for CMHC majors, and is available online.

Professor Mimi McCormack, Clinical Placement Coordinator

Mimi McCormack Phone: 631.486.2735 E-mail: [miriam.mccormack@liu.edu](mailto:miriam.mccormack@liu.edu)



# **\*Contact Information\***

**For further information contact:**

**Professor Mimi McCormack**

**Coordinator, Clinical Internship Placement**

**631-486-2735**