### Florida Institute of Technology

### Practicum Contract for Clinical Psychology Doctoral Students

### (To be completed by the student for each practicum site, discussed with & signed by site supervisor) Revised: July, 2016

### Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester(s)/Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TERMS OF CONTRACT**

**Number of Credits for this site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Number of Hours on site (***note: typically (1) Credit = (5) hours, or (7) hours in*

*the summer***): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

This practicum is intended to partially fulfill the practicum requirement for the doctoral degree in Clinical Psychology.

**FIT and the Practicum site agree to the following:**

1. the suitability of the practicum site;
2. Florida Institute of Technology (FIT) or the practicum supervisor may request withdrawal of any student whose performance record, conduct, etc. does not justify continuance at the site. Prior to withdrawal of the student, university and on-site supervisor(s) will discuss the circumstances and possible courses of action to remedy the situation;
3. FIT and the practicum site understand the student shall be under the instruction and supervision of the Agency’s licensed psychologist. If the supervising psychologist is at times off-site, an alternate licensed health professional on-site will be available for student brief consultations. Students at practicum sites who are not supervised by a Licensed Psychologist will also participate in a clinical discussion group facilitated at FIT by The DCT or other agreed upon psychologist.
4. Nothing in this agreement shall be construed to create the relationship of employer and employee between the practicum site and the practicum student.
5. Practicum hours may not be scheduled before 1 PM on the Fridays Colloquia are scheduled if the site is beyond 30 minutes by car from FIT, or before noon if the site is within 30 minutes by car from FIT.

## Responsibilities of the Practicum Student

1. The practicum student has the necessary availability as specified by the practicum description in the practicum handbook;
2. Of the hours on site, a minimum of 45% of these hours are in “direct service,” and face-to-face supervision is attended for 2 hours each week, plus 1 hour every week of clinical group discussion if the primary individual supervisor is not a licensed psychologist. The remaining practicum hours consist of other forms of training and service activities (e.g., supervision, organizational consultation, report writing, record review, directed readings, didactic training, program development, and research).
3. The practicum student will study, understand, and abide by the policies and procedures of the practicum site;
4. The practicum student will abide by the Code of Ethics of the American Psychological Association.

## Responsibilities of the On-Site Supervisor

The Practicum Supervisor will:

1. The Practicum Supervisor will serve as consultant, clinical supervisor, and administrative supervisor for the practicum student in all activities at the practicum site.
2. The Practicum Supervisor will schedule 2 hours of regular weekly face-to-face supervision meetings, either individual or group;
3. The Practicum Supervisor will complete FIT’s end of the semester evaluation of the practicum student.
4. The Practicum Supervisor agrees the practicum site will be able to provide the practicum student with the required number of clinical service and supervision hours.

***Additional Requirements/Requests:***

*Not outlined previously in the contract by either student or supervisor (e.g., Mandatory 2 consecutive semester commitment, Need for excused leave during internship interviews, etc.)*

1. *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*
2. *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

In the unlikely event that a problematic situation occurs between the on-site supervisor and the practicum student that is difficult to resolve, either the on-site supervisor or the practicum student may contact the Clinical Training Office: 321-674-8105.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Practicum Supervisor Signature/Date

**This contract must be fully completed (all learning goals specified) and signed by the student and practicum supervisor and received by the PsyD Office (Lori Sorum) before the Friday of the third week of each semester; if not received by then the student will be temporarily withdrawn from the site until the contract is submitted to the PsyD office.** A review of this contract should occur during the semester-end practicum evaluation meeting with the supervisor.

The student will complete the **Practicum Student Goals Statement** (see below)which delineates the scope and range of the practicum activity and identifies specific objectives. Acceptance of the goals statement is given by signature of the Student and the Practicum Supervisor.

***PRATICUM STUDENT GOALS STATEMENT***

**In collaboration with your in-site supervisor, please establish 3 additional goals that reflect practicum and comprehensive guidance activities. Please review the sample goal below:**

**SAMPLE GOAL 1:**

Objectives:

*After three observation meetings/sessions, student will demonstrate competency of case conceptualization by written example: either in the context of formal assessment write-up, case presentation, or additional writing assignment.*

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| **GOAL 1** |
| Objectives: |
| **GOAL 2** |
| Objectives: |
| **GOAL 3** |
| Objectives: |

Verification of Contract

*By signing this form you confirm that you have discussed this contract in detail with your supervisor, and that you will work with your supervisor to meet these goals.*

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Practicum Student Signature/Date Practicum Supervisor Signature/Date

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_