

CLINICAL MENTAL HEALTH COUNSELING PRACTICUM & INTERNSHIP INFORMATION

1. Treat the process much like a job interview. Call the contact person at the site to inquire about the availability of a practicum or internship position. Develop a resume, schedule an appointment and be prepared to discuss your counseling skills. Also be prepared to ask questions about types of services to be provided, number of direct service hours to be expected, etc.
2. If you have difficulty gaining a position or need assistance please call Dr. Leitschuh for an appointment at cell - 217-549-3206.
3. Site information is also available at our department web site www.ciu.edu/counseling . Click on "Student Resources", then click "Internship/Practicum info". The internship Handbooks for Clinical and School Counseling are also available at this site.
4. Please note that some sites are internship only. These may be sites which do not allow taping. The internship experience generally only requires one or two taped counseling sessions. The practicum experience requires approximately 15-20 taped counseling sessions (depending on your instructor), so please be sure that your practicum site allows taping of sessions.
5. You must be prepared to attend class and work at your site for the duration of the semester. This means quality care for your clients and a quality supervisory experience for you.
6. Practicum class will meet 2 and one half hours per week on campus. You will also be required to meet one hour per week with your instructor and one hour per week with your site supervisor for individual supervision. (100 hours, 40 direct and IO group)
7. Interns will meet approximately eight times per semester during fall and spring session and approximately five times per semester during summer session (generally twice per month). Summer internship requires 40 hours of work per week for eight weeks. Fall and summer internships require 20 hours per week of work for 16 weeks. You are also required to meet with your site supervisor one hour per week and to attend case management or group supervision at your site. Individual supervision with your instructor may vary. (300 hours per semester, 120 are direct hours)
8. If your intended site agrees to work with you, I suggest you make an appointment to have them sign the agreement while you wait.
9. Please make sure your university records are clear (all fines and fees paid). The department will register you when all assignments are final.
10. Once you have a signed contract make arrangements to start training at your site one week prior to the beginning of the semester. You may begin indirect hours, NOT direct hours, prior to the start of the contract date.