

MASTERS IN INTERNATIONAL COUNSELING

COLLEGE OF EDUCATION

LEHIGH UNIVERSITY

COUNSELOR PRACTICUM HANDBOOK

Masters in International Counseling Counseling Practicum Guide

The practicum is an integral part of the graduate level preparation programs for counselors.

The purpose of the practicum is to enable the trainee to gain awareness, knowledge, and skill competencies with respect to the nature of counseling in a school/agency setting. The practicum seeks to develop counseling skills through the application of theory to the practical problems faced by clients.

The practicum is designed to provide realistic and practical training experience in accordance with the requirements and standards of the Pennsylvania Department of Education, as well as current training trends and programs in the counseling field.

The practicum is structured as a clinical-type field service experience consisting of opportunities for the trainee to observe, study, and actively participate in a variety of tasks pertinent to his/her area of specialized training.

The trainee is responsible, in cooperation with the Counseling Psychology program faculty, for making arrangements for the practicum to take place in a public/private school or an agency. Guidance and supervision are provided by one or more well-trained and practicing supervisors working cooperatively with a Lehigh professor from the Counseling Psychology program.

Each trainee is assigned clients and other tasks and responsibility pertinent to the role of a counselor in his/her school/agency. A minimum of 300 clock hours must be devoted to the practicum each semester. Each trainee is expected to submit biweekly written logs and reports of his/her field assignment experience to the field supervisor and the instructor.

The practicum is scheduled to be an integral part of the trainee's ongoing training program. Decisions regarding the most appropriate assignment and suitable time for the practicum to take place will consider such factors as the trainee's academic qualifications, previous professional experiences, career aspirations, and the nature of the practicum training potential. Trainees are encouraged to identify the kind of assignment they believe will contribute most significantly to their development. Trainees are required to register for: CPsy 480 Practicum (3 credits) in the Fall semester and CPsy 483 Fieldwork (3 credits) in the Spring semester.

In instances where the trainee had prior experience working as a professional counselor, adjustments in the nature of the assignments are possible. Alternative arrangements regarding the amount of time required in each case may be worked out to best meet the specific needs of the trainee. Such modifications are decided upon by the trainee's program advisor and Lehigh's Counseling Psychology Practicum Coordinator.

The final grade for the practicum experience is the responsibility of the supervisor of the practicum program and the Lehigh practicum instructor who takes into consideration the nature of the assignment, the advice and recommendations of the sponsoring administrator, and the evidence of the trainee's growth and development resulting directly from the field experience. In addition to these data, the supervisor and the instructor will assess the trainee's performance based on evaluations of the trainee each semester.

In order to engage in a practicum, the follow information and documents need to be provided:

1. Application for Admission to Practicum Program to be signed by Trainee, School Administrator, and Lehigh University, International Counseling Coordinator
2. Web link of the school/agency at which practicum is to be conducted
3. On Site Supervisor's CV or resume
4. A copy of the transcript indicating completion of prerequisites for Practicum

Counseling Psychology Program Practicum Requirements

Practicums are individually tailored to the needs of the trainee and the organization in which he/she is carrying out the practicum. Many trainees exceed the minimum hours required in order to demonstrate competency in all areas. Since trainees in the international program are throughout the world and cannot meet face-to-face, communication will be conducted via email and online.

A discussion between the university supervisor and the trainee regarding the course requirements and expectations will occur via e-mail.

Email communication will be used to assess the progress of the trainee and to identify areas or experiences that require additional attention or time.

At the end of each semester, the on-site supervisor will be required to submit to the university supervisor a written evaluation of the trainee's progress and achievements. The purpose of this evaluation will be to reflect upon the practicum experience and to share perceptions on the status of the trainee's progress and achievements. On-line communication will be scheduled as needed.

Trainees are encouraged to contact their university supervisor by e-mail at any time to receive immediate feedback on comments, questions, or concerns relating to the practicum.

Practicum Requirements Include:

A minimum of 300 clock hours that demonstrate knowledge and expertise in counseling are required. These areas are related to the PA State Standards. Experiences should represent a range of involvement from observer to counselor.

Responsibilities of practicum site:

1. Practicum agreement should be signed by Site Administrator, on-Site Supervisor, Trainee and Instructor/Practicum coordinator, (should be completed before trainee starts practicum). (*electronic signatures will be allowed*)
2. All parties agree to abide by the Ethical Principles and service provider standards set forth by the American Counseling Association (see blackboard).
3. The trainee agrees to contact the onsite supervisor in a timely manner to begin the placement.
4. Practicum site shall provide clinical instruction and supervision of the trainees by personnel qualified in counseling and who meet the standards of recognized professional accrediting agencies or state agencies and Lehigh University's stated objectives. The site shall designate as stated above, a supervisor in writing to the practicum coordinator the name, professional and academic credentials of staff members and supervisors participating in the clinical training.
5. The site shall make aware to trainee's clients and, if necessary, the client's parents or guardian, of the trainee's involvement in counseling experience with Lehigh University under the guidance of a teaching staff at the University and supervised by an on-site counseling staff.
6. The site must have an on-site supervisor or other senior staff consultant on call during all the trainee's clinical hours. If an emergency situation occurs, this staff person will take full responsibility for enacting the normal procedures used by the school. The trainee will be allowed to observe/coordinate the necessary steps.

Responsibilities of supervisors:

1. Supervisors will have a minimum of a Master's degree in Counseling/Psychology/Social Work
2. Supervisors can be
 - a. full time employees at the site that trainees complete their practicumOR
 - b. consultants to the practicum site (In this capacity, a contractual agreement would need to occur between the practicum site and supervisor acknowledging this relationship); In this context, supervision may occur off-site.

3. The on-site supervisor and the trainee should mutually discuss selection of appropriate clients for trainees depending on their level of skill and self-efficacy.
4. On-site supervisor will maintain each trainee's progress notes and evaluate each trainee's performance. The evaluation will document the type of supervision (individual or group), type of cases, caseload dates (e.g. times, percent of time in direct contact with clients).
5. The on-site supervisor will arrange for an office suitable for counseling and testing. This room should include a desk, two chairs, and ample lighting and privacy.
6. Supervisors will meet with trainees for 1.5-2 hours per week for individual supervision.
7. Supervisors should listen to trainees' audio/videotapes weekly to provide feedback to trainees.
8. Supervisors will work with trainees to ensure that trainees will have a minimum of 7-8 clients per week (this could be 7-8 different clients or the same clients).
9. Supervisor will provide **end of the semester** evaluations to practicum instructor.

Responsibilities of Counseling Practicum Trainees:

1. Trainees will obtain a minimum of 300 hours in the Fall semester and 300 hours in the Spring semester toward their clinical training (these hours should include a minimum of 90 direct contact hours with clients, a minimum of 1.5 hours per week of individual supervision, record keeping, trainings attended, parent meetings, case management, and other responsibilities that fall within the purview of a counselor at a school or community agency setting)
2. Trainees, at all times, follow the rules and regulations established by Lehigh and the practicum site.
3. Trainees shall provide to their practicum site evidence/official transcripts of completed coursework required for the commencement of the practicum experience.
4. Trainees will need to identify particular clients that will be applied to their practicum and tape all of their counseling sessions with these clients. Not taping should only occur as an extreme exception and should be cleared through both the practicum supervisor and the instructor. Tapes should be audible, labeled clearly and reworded when turned in. Any identifying data should be removed from the tape when transporting tapes from one setting to another to maintain utmost confidentiality.
5. The trainee is also responsible for delegating referrals and setting up therapy appointments and/or testing dates. The trainee agrees to document client contacts in the client's file that may be reviewed by the on-site supervisor.
6. Trainees acknowledge that all information regarding clients' identity, diagnosis, treatment and/or any personal data which comes into the possession of supervisors, other practicum trainees and/or Lehigh University faculty members is strictly confidential. Trainees agree to not disclose any such information to third parties and will take all steps necessary to protect the privacy, confidentiality and dignity of any clients with whom they have contact both during and subsequent to the clinical training experience.
7. Trainees shall not publish any material relative to the clinical experience without first obtaining the site's consent. Similarly, trainees shall not conduct any research projects, data collections, or data assessments relative to the clinical experience, without first obtaining the site's approval. Furthermore, any such approved research projects, data collections, or data assessments must be conducted in accordance with site policy and procedure.
8. Trainees will register for two courses, namely CPsy 480 (Fall) and CPsy 483 (Spring). Trainees will attend a weekly online group supervision meeting taught by an instructor of record. Trainees will be required to become familiar with the Skype and Audacity software which would both be employed in the course. Further multimedia and curriculum requirements may be provided.

Responsibilities of Lehigh Program:

1. The Program agrees to provide qualified graduate trainees for placement at the School/Agency.
2. Program also agrees to provide a weekly seminar for discussion of cases and supervision of ongoing cases for trainees enrolled in CPsy 480.
3. The program will maintain regular contact with the on-site supervisor.
4. In CPsy 483 the instructor of record agrees to maintain contact with the trainee through class meetings and provide supervision as needed.

**Lehigh University - College of Education
Department of Education and Human Services**

APPLICATION FOR ADMISSION TO PRACTICUM PROGRAM

Name: _____ Date of Application _____

Home Address: _____
Street City Zip

Home Telephone: () _____ Cell Telephone _____

Present Position: _____

Employer: _____

Immediate Supervisor _____ Telephone () _____

Type of Practicum Anticipated (check one):

- Elementary School
- Middle School
- High School
- Agency (specify _____)

Date Practicum to Start: _____ Expected Closing Date _____

School/Agency to which Trainee is assigned:

Name of School/Agency: _____

Accredited by: _____

School/Agency Address: _____

School/Agency Telephone Number: () _____

We agree to each of our responsibilities (stated in the manual) towards ensuring the success of this practicum experience.

Cooperating Administrator, Title Date

Practicum Trainee Date
Name:

On-Site Supervisor Date

Coordinator of International Counseling Practicum Date

Syllabus
CPsy 480: Practicum (3 Credits) Counseling in International Settings

Course Overview

This course is designed to help trainees strengthen skills in the area of the counseling process and supervisory relationships and develop a culturally-sensitive, professional identity as a counselor for work in international/cross-cultural settings. This beginning practicum is designed to enhance those basic skills acquired in CPsy 442, CPsy 452 and CPsy 453. This first practicum includes: exposure to the normal routine in a school or community setting, initial experience in both receiving supervision and peer supervision, and opportunities to gain supervised practice in counseling. The primary goal of this class is to receive in-depth supervision on a small number of clients. As in all aspects of the program in international counseling, ethical practice is emphasized.

Instructional Format

Instructional mode will be lecture with laboratory format. Class will be held weekly for a period of 15 weeks. A blend of Elluminate/Skype (an on-line office hours program) and on-line chat sessions (through blackboard) will be used to provide clinical supervision to small groups of trainees.

Trainee Requirements:

1. Complete coursework: CPsy 442, 452, 453
2. Trainees will obtain a minimum of 300 hours in the Fall semester and 300 hours in the Spring semester toward their clinical training (these hours should include direct contact, a minimum of 1.5 hours per week of individual supervision, record keeping, trainings attended, parent meetings, case management, and other responsibilities that fall within the purview of a counselor at a school or community agency setting)
 - a. Specifically, in both the Fall and the Spring semesters, trainee will spend 20 hours per week at the practicum site.
 - b. During both semesters, trainee will see 7 - 8 clients per week.
 - c. Total direct contact hours for each of the semesters (Fall and Spring) should be 90 hours at a minimum. Thus, trainees will have at a minimum of 180 hours for the academic year (Fall-Spring).
 - i. Direct contact refers to face-to-face sessions, e.g., individual, family, group sessions, psychoeducational workshops, outreach, and parent meetings.
 - ii. Case management refers to any indirect contact that may involve advocacy, referral, connecting with other service providers in order to assist the client.
 - d. Trainee will receive 1.5-2 hours of individual clinical supervision weekly from their supervisors
 - e. Trainee will receive 1.5 hours of group/peer clinical supervision (TIME TBA).
 - f. Trainees will audio/video tape only those clients that are being applied to their practicum. All sessions with these clients are to be taped during their tenure as practicum trainees.
 - g. Trainees will provide an evaluation of the site and supervision at the end of each semester.
 - h. Trainees will log their hours on the training log sheet (see attached) for signoff by the supervisor and practicum instructor.

Supervisory Requirements

1. Supervisors will have a minimum of a Master's degree in Counseling/Psychology/Social Work
2. Supervisors can be
 - a) full time employees at the site that trainees complete their practicumOR
 - b) consultants to the practicum site (In this capacity, a contractual agreement would need to occur between the practicum site and supervisor acknowledging this relationship); In this context, supervision may occur off-site.
3. Supervisors will meet with trainees for 1.5-2 hours per week for individual supervision.
4. Supervisors will listen to trainee's tapes weekly to provide feedback.
5. Supervisors will work with trainees to ensure that trainees will have a minimum of 7-8 clients per week.
6. Supervisor will provide mid-term and end of the semester evaluations each semester (see attached Counselor Trainee Evaluation Form).

Site Approval:

1. Brochure or brief description of site indicating the suitability of the site for the practicum

2. CV of Supervisor
3. Practicum agreement (admission to practicum) to be signed by Trainee, Administrator, Supervisor, and Instructor/Practicum coordinator (to be completed before trainee starts practicum).

General Class Requirements:

(1) Supervision:

Trainees will receive two forms of supervision:

- a) **Individual On-Site Practicum Supervision:** Trainees will make arrangements with an on-site Master's level supervisor who will provide at least 1.5-2 hours of individual counseling supervision per week, listen to audiotapes of trainee's counseling work, and provide additional administrative and case management supervision. This supervisor will also provide a written end of the semester evaluation in a timely manner to the course instructor.
- b) **Group Counselor Supervision:** Trainees will engage in a 1.5 hour group supervision through an on-line class that will be held at Lehigh University. This is a place for trainees to begin to integrate theory, research, and practice as well as to continue to develop a professional counselor identity. Included in this supervision will be discussion of personal reactions and questions regarding clients, practicum agency, and case presentations. (TBA)

(2) Placement Hours:

Trainees will be expected to be at the placement 20 hours per week for at least 15 weeks (total of 300 hours). A practicum manual specifies the expectations for trainees' participation in their practicum.

- a. Trainees will counsel 7-8 clients per week. By the end of the semester, trainees should have a minimum of 90 client contact hours.
- b. Trainees will begin and finish their placement hours as specified in the contract (300 hours). Any exceptions regarding starting and ending dates must be discussed with the onsite supervisor and faculty supervisor.
- c. A practicum log will be made available to keep track of trainee hours (posted on blackboard). The form should be signed by the practicum supervisor and submitted to the faculty supervisor at the end of each month.

- (3) **Application for Admission to Practicum:** The Application for Admission to Practicum will be available under the course document section on blackboard. This form must be signed by the site administrator, on-site supervisor and trainee and faxed/e-mailed to Lehigh University prior to starting the practicum.

- (4) **Taping:** Trainees will need to identify particular clients that will be applied to their practicum and tape all of their counseling sessions with these clients. Not taping should only occur as an extreme exception and should be cleared through both the practicum supervisor and the instructor. Tapes should be audible, labeled clearly and rewound when turned in. Any identifying data should be removed from the tape when transporting tapes from one setting to another to maintain utmost confidentiality.

Syllabus
CPsy 483: Fieldwork (3 Credits) International Counseling

Course Overview

This course is designed to help trainees continue to develop skills in the area of the counseling process, supervisory relationships and the development of a culturally sensitive professional identity as a counselor. This second level, fieldwork, is designed to expand on the basic skills developed in the first practicum experience (CPsy 480) and to ensure a two-semester continuous experience in a single practice setting. The focus of this course is on continued professional development as a counselor within an international community. Trainees will continue to gain practical exposure to a school or community setting and receive supervision on their clinical work. In addition, they will learn to provide peer supervision and expand on their identities as counselors and future supervisors. The goal of this class is to develop a professional identity as both a counselor and a supervisor.

Instructional Format

Instructional mode will be lecture with laboratory format. Class will be held bimonthly during the Spring Semester. A blend of Elluminate/Skype or on-line chat sessions (through blackboard) will be used to provide clinical supervision to small groups of trainees.

General Class Requirements:

(1) Supervision:

Trainees will receive three forms of supervision:

- a) Individual On-Site Practicum Supervision: Trainees will make arrangements with a Master's level supervisor who will provide at least 1.5-2 hours of individual counseling supervision per week, listen to audiotapes of trainee's counseling work, and provide additional administrative and case management supervision. This supervisor will also provide a written end of the semester evaluation.
- b) Group Counselor Supervision: Trainees will engage in 1.5 hour group supervision through an on-line class that will be held at Lehigh University. This is a place for trainees to begin to integrate theory, research, and practice as well as to continue to develop a professional counselor identity. Included in this supervision will be discussion of personal reactions and questions regarding clients, practicum agency, and case presentations. (TBA)
- c) Peer Supervision: Trainees will engage in peer supervision. During this period, trainees will have an opportunity to provide supervision and learn collaboratively from their peers via the on-line chat session. (TBA)

(2) Placement Hours:

Trainees will be expected to be at the placement 20 hours per week for at least 15 weeks (total of 300 hours). A practicum manual specifies the expectations for trainees' participation in their practicum.

- a) Trainees will counsel 7-8 clients per week. By the end of the semester, trainees should have a minimum of 90 client contact hours.
- b) Trainees will begin and end their placement hours as specified in their contract (300 hours). Any exceptions regarding starting and ending dates must be discussed with the onsite supervisor and faculty supervisor.
- c) A practicum log will be made available to keep track of trainee hours (posted on blackboard). The form should be signed by the practicum supervisor and submitted to the faculty supervisor at the end of each month.

(3) Application for Admission to Practicum: The application for admission to Practicum will be available under the course document section on blackboard. This form must be signed by the site administrator, on-site supervisor and trainee and faxed/e-mailed to Lehigh University prior to starting the practicum.

(4) Taping: Trainees will need to identify particular clients that will be applied to their practicum and tape all of their counseling sessions with these clients. Not taping should only occur as an extreme exception and should be cleared through both the practicum supervisor and the instructor. Parental permission must be secured prior to taping for school aged students consistent with school district policy. Tapes should be audible, labeled clearly and rewound when turned in. Any identifying data should be removed from the tape when transporting tapes from one setting to another to maintain utmost confidentiality.

COUNSELOR TRAINEE EVALUATION FORM
LEHIGH UNIVERSITY

Trainees Name: _____ Primary Supervisor: _____

Practicum Site: _____ Date: _____

Total number of counseling tapes of this counselor to which you have listened to date: _____

Number of different clients to which you have listened to counseling tapes to date: _____

Number of supervision sessions you have had with this trainee to date: _____

This evaluation is designed to provide the trainee with constructive feedback about her or his level of counseling skills and supervision behaviors.

Please complete the following items using the scale below:

1	2	3	4	5	6	7
strongly disagree			neither agree or disagree			strongly agree

(Note: If you have no information from which to make a rating, please write N/A in the space provided)

I. Individual Counseling

- ___ 1. Demonstrates an interest in clients' problems.
- ___ 2. Tends to approach clients in a mechanical, perfunctory manner.
- ___ 3. Is genuinely relaxed and comfortable in the counseling session.
- ___ 4. Can express thoughts and feelings clearly in counseling.
- ___ 5. Can be spontaneous in counseling, yet behavior is relevant.
- ___ 6. Can differentiate process from content in counseling.
- ___ 7. Is able to establish mutually agreed upon goals with clients.
- ___ 8. Displayed competency in providing empathy, warmth, and positive regard in counseling.
- ___ 9. Demonstrated ability to evaluate progress of counseling.
- ___ 10. Demonstrated ability to manage own affect without compromising treatment or counseling.
- ___ 11. Demonstrated knowledge of current literature with regard to treatment for specific problems.
- ___ 12. Implemented treatment plan with respect to short-term goals, follow-through of plan and modification of plan when evaluation suggested it.
- ___ 13. Demonstrated sensitivity to individual and ethnic/cultural differences (e.g., age, disability, gender, race, religion, sexual orientation, social class).
- ___ 14. Demonstrated awareness of personal biases and their effects on therapy.
- ___ 15. Is self-efficacious regarding her or his counseling skills.
- ___ 16. Can critique her or his own counseling tapes.

II. Assessment

- 17. Demonstrated competency in using the initial interview to assess client needs and status.
- 18. Demonstrated competency in using ongoing sessions to assess client needs and status.
- 19. Demonstrated ability to assess suicide lethality.
- 20. Demonstrated an understanding of developmental issues of clients.
- 21. Demonstrated ability to deal with crisis management (consult with supervisor, refer client, etc.).

III. Supervision (1 hour/week required)

- 22. Was on time for meetings with supervisor.
- 23. Video-taped and/or audio-taped sessions, with client approval, and reviewed selected sessions under guidance of supervisor(s).
- 24. Was non-defensive during supervision and was able to incorporate suggestions and use feedback effectively.
- 25. Demonstrated awareness of how personal issues influenced the counseling process and was willing to address these issues with supervisor(s).
- 26. Acknowledged lack of experience with certain problems/clients and showed a willingness to remedy this under supervision.
- 27. Is open to self-examination during supervision.
- 28. Participates actively and willingly in supervision sessions.
- 29. Lacks sensitivity to dynamics of self in the supervisory relationship.
- 30. Provided supervisor with ongoing progress notes and termination forms for clients seen.
- 31. Was able to discern and discuss legal concerns as a part of supervision.

IV. Professional Behavior

- 32. Behaved in a professional manner with other staff members.
- 33. Kept ongoing time sheets and informed supervisor of counseling activities.
- 34. Was able to communicate in writing in a clear and concise manner initial, ongoing, and summary case notes.
- 35. The counseling is on time for her or his appointments with clients, peers, and supervisors.
- 36. Demonstrated ability to deal with conflict.
- 37. Demonstrated effective time management.
- 38. Behaved in an ethical manner.
- 39. Informed first interview clients of the limitations of confidentiality.
- 40. Informed clients of their level of training (e.g., master's trainee).
- 41. Demonstrated knowledge of crisis intervention procedures.

QUALITATIVE EVALUATION

A. Trainee's strengths and unique competencies:

B. Trainee's deficits requiring further attention:

Recommendation to trainee to correct weakness:

C. Areas the trainee has made progress during the period being evaluated:

Supervisor Signature Date

Trainee Signature Date

Masters Practicum Training Log

Trainee: _____

Placement: _____

Semester/Year: _____

Supervisor: _____

Instructions: In each box write the number of hours in which you participated in a given activity.

Week Beginning

Activity	Sep 4th										Activity Totals
Intake Interviews											
Individual Counseling											
Family Counseling											
Group Counseling											
Testing											
Psychoeducational Workshops											
On-Site Supervision											
Doctoral Supervision											
Staff Meeting											
Group Supervision											
Other (specify):											
Other (specify):											
Weekly Totals											
Total Hours On-Site											

Supervisor Signature: _____

Trainees Signature: _____

Note: Make copies of this completed form for your on-site supervisor, your faculty supervisor, and yourself.

International Counseling Program Frequently Asked Questions

Supervision

Question: Does my supervisor have to be certified or licensed?

Answer: No, but this is preferable.

Question: Can supervision occur off site?

Answer: Yes. Trainees have the option of bringing in a consultant as their immediate supervisor. In this capacity, a contractual agreement would need to occur between Lehigh University, the practicum site, and supervisor.

Question: Can the school principal or director be my supervisor?

Answer: Typically no. This is because of the potential for a conflict of interest given the administrative role that the principal or director may play in the setting.

Question: Is the on-site supervisor the final decision maker on the successful completion of my practicum?

Answer: No. The successful completion of practicum depends on a collaborative relationship between the on-site supervisor, the practicum instructor, and the trainee. Specifically, evaluations of trainee's clinical work and progress will be completed by both the on-site supervisor and the practicum instructor. Trainees will have an opportunity to respond to any concerns they may have to these evaluations. In addition, trainees will also be required to complete an evaluation of their site.

Question: What are the options for supervision if a prior personal conflict arises with a potential supervisor?

Answer: In the event that a conflictual relationship exists between the supervisor and the trainee prior to the practicum, trainees have the option to petition the bringing in a consultant as their immediate supervisor. In this capacity, a contractual agreement would need to occur between Lehigh University, the practicum site and supervisor acknowledging this relationship.

Clients

Question: How many hours do I spend at the practicum site?

Answer: Trainees need to spend a total of 600 hours at their practicum site.

Question: How many clients would I be expected to meet in an academic year?

Answers: Trainees need to meet 7-8 clients per week. At the end of their practicum, trainees should have at a minimum 180 clients contact hours (individual therapy, group therapy, outreach, workshops, lesson plans, parent-counselor meetings).

Question: Is the requirement on number of clients flexible?

Answer: No. Trainees must have at a minimum 180 client contact hours during their practicum experience.

Question: Do I have to complete my practicum in a year?

Answer: Yes.

Question: Can I complete my practicum in one semester?

Answer: No. Trainees have to enroll in both CPsy 480 and CPsy 483 for a successful completion of their practicum.

Question: Can I start my practicum in the Spring Semester?

Answer: No. CPsy 483 builds on CPsy 480. All practicums are to start in the Fall semester.

Taping:

Question: Would it be an issue reviewing tapes of therapy conducted in a foreign language (e.g., Spanish)?

Answer: No. As long as your on-site supervisor is fluent in the said foreign language.

Question: Do I have to audio/video tape sessions?

Answer: Yes. You need to only tape sessions of those clients that you apply towards your practicum.

Question: Under what circumstances is it acceptable to not video/audiotape a session?

Answer: Taping is required for all practicum-related experiences and hours (20 hrs/week).

Practicum site:

Question: Is it possible to do a practicum at Lehigh University during a summer session?

Answer: No.

Question: Can I do my practicum at the same place that I work?

Answer: Trainees may do their practicum at the same place they work as long as they are engaged in counseling-related activities and meet specific practicum requirements (e.g., audiotaping sessions, on-site supervision, etc.). A minimum of 20 hours per week and a specific caseload must be distinguished and designated as practicum-related. These practicum site exceptions must be approved by both the practicum coordinator and the program coordinator through a petition process.