



Institute of Pastoral Studies

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MA Pastoral Counseling (MAPC) Program Clinical Practicum/Internship Agreement

The clinical practicum/internship is an integral experience in the MAPC Program of the Institute of Pastoral Studies at Loyola University Chicago. Following several semesters of theory, the practicum/internship is a key opportunity for pastoral counselors-in-training to integrate theory and practice in an appropriate setting. **Each student completes a 700 hour practicum/internship, 280 hours of which involve direct individual or group counseling contact.** Students negotiate with site supervisors regarding some combination of weeks/hours per week to fulfill the 700 practicum/internship hours.

LOYOLA MAPC STUDENT INTERN NAME:

Print or type name of student:

For the 700 hour practicum/internship, sites and students negotiate some combination of number of weeks/ hours per week to fulfill the 700 hours, for example:

- 50 weeks @ 14 hours per week (July 1 through mid-June), or
- 40 weeks @ 17.5 hours per week (August 1 through early May).

Concurrent with their clinical site experience, students participate in two semesters of weekly small group supervision with a Loyola faculty supervisor, beginning in late August and ending in late April.

PRACTICUM/INTERNSHIP TIME FRAME:

Specify the date internship will begin and the anticipated date internship will end, the total number of weeks and the number of hours per week.

AGENCY INFORMATION:

Name of Agency offering clinical practicum/internship experience (print or type):

Agency address (where student will intern). Please include address, city, state, zip:

SITE SUPERVISOR INFORMATION:

Name of Site Supervisor, degree and Agency position (i.e., Clinical Director, etc.):

Site Supervisor's state clinical license (please check): ☐ PsyD ☐ LCSW ☐ LCPC ☐ LMFT ☐ PhD Clinical Psychology ☐ Other

If other, specify license or certification:

Site Supervisor preferred email address:

Site Supervisor mailing address:

Site Supervisor preferred phone number:

STUDENT INTERN INFORMATION

Student preferred email address:

Student mailing address:

Student preferred phone number:

Site Supervisor agrees to the following expectations:

- Facilitate the orientation of the student to the internship site
- Help the student develop and maintain an appropriate and adequate caseload. This is to include at least 240 direct client contact hours. Note: It is valuable if the student can develop an ongoing counseling relationship with one or more individuals or groups over a time period of several months, rather than only experiencing brief therapy interactions.
- Provide the intern with ongoing clinical supervision, including a minimum of **one hour per week** of individual supervision.
- Complete and share a written evaluation of student progress towards the end of each semester; a signed copy is to be returned by the student to their Loyola Faculty Supervisor.

Student intern agrees to the following expectations:

- Spend 700 practicum/internship hours at the clinical site: typically 17.5 hours per week for 40 weeks or some other pre-negotiated arrangement. Engage actively in weekly individual supervision with site supervisor (at least one hour each week).
- Carry a caseload of clients: approximately 6-8 direct contact hours/week, with the Site Supervisor facilitating an assumption of the caseload and determining appropriate client-counselor match.
- Attend staffing sessions and case conferences as determined by Site Supervisor.
- Maintain quality up-to-date record keeping.
- Complete a self-evaluation process conjointly with the Site Supervisor at the end of each semester, returning a signed copy to the student's Loyola Faculty Supervisor.

In agreement with the above responsibilities, please affix your signatures below. The signed agreement will be returned by the student to the Internship instructor, then signed by the MAPC program advisor and kept in the student's internship file. A copy of the fully-signed agreement will be returned to the Site Supervisor.

Student signature

Date

Site Supervisor signature

Date

MAPC Program Advisor signature

Date

Revised May 29, 2019