

**LEWIS & CLARK COLLEGE MFT PROGRAM
INTERNSHIP SITE CHECK LIST**

- Site and student are willing to enter a 15 month contract.
- During the “practicum” period (i.e., first summer of placement), the site provides agency orientation, ensures students are given extra guidance, and allows students to work with more experienced therapists co-facilitating groups, provide psycho-education, and co-therapy. If students are required to do home visits during their internship or any other specialized activity, the agency provides intensive training during the practicum.
- Students will be allowed to see clients on their own when L & C and site supervisors deem they are ready, typically by the end of their summer practicum.
- Sites must have enough clients and be open enough hours that students can complete 500 face-to-face hours of therapy over 15 months. Sites must also serve enough families, couples, parents and children, and other relationships that students can be assured that 250 of their 500 face-to-face hours will be relational.
- No more than 100 of the 500 hours can be “alternative” (e.g., psychoeducational, community activity based). All alternative hours must be approved as such by the L & C MFT program coordinator.
- There must be an experienced clinician or supervisor on site and available for emergent or urgent issues while students are seeing clients.
- Sites must allow students to video-tape sessions with clients and bring those tapes to the L & C campus for purposes of group and individual supervision. Clients must be notified and agree to this as well.
- Students keep track of therapy and supervision hours and ask site supervisors to sign hour sheets each week before turning them into the L & C MFT program coordinator.
- Site supervisors must be willing to complete an L & C supervisee evaluation form at the end of each semester for each student.
- Site supervisors and L & C internship supervisors/program coordinator agree to make contact at least once a semester to share student progress. If problems arise, site supervisors will work with the L & C MFT program coordinator and these parties will work together with the student.
- Students will maintain liability insurance and provide proof of insurance to the MFT program coordinator
- Submit practicum/internship plan for approval by April 1st.
- Complete background check