

Texas Woman's University

Department of Family Sciences Counseling & Development Program

Introduction

On behalf of Texas Woman's University Counseling and Development Program, I would like to express my appreciation to you and your agency for your interest in serving as a Clinical Mental Health site placement for our Counseling & Development graduate students. We value the opportunity and your interest in assisting our students to hone their clinical skills, and we would like to invite you and your agency to become one of our "approved" Clinical Mental Health sites. All "approved" Clinical Mental Health sites will be featured in our Counseling and Development Approved Site Listing. Our Approved Site Listing is the first place many of our students turn for assistance in locating a Clinical Mental Health site placement.

Requirements Agreed Upon by the Site, Student, and TWU

Before completing the attached Clinical Mental Health Site Application, please familiarize yourself with the requirements expected of our Clinical Mental Health sites, our Counseling & Development students, and the TWU Counseling & Development faculty.

Site Supervision

The primary site supervisor must have the following qualifications:

- A minimum of a master's degree in counseling or a related profession with equivalent qualifications
- Full licensure within their mental health field (i.e., LPC, LMFT, LCSW, etc.) with credential held a minimum of two years
- Relevant training in counseling supervision
- Be present at the site where a student will obtain hours or make available an on-site supervisor with equivalent qualifications
- Demonstrate and model professional standards of responsibility, competence, maturity, and integrity

The student will receive one (1) hour of individual supervision per week from the person named as the site supervisor. Submission of a professional resume is required before the student will be allowed to work with the site supervisor. In some instances, a phone interview with a clinical faculty member may be required before the student will be allowed to work with the site supervisor. Site supervisors must provide evaluation of students' counseling performance throughout the practicum and internship, including documentation of a formal evaluation at mid-term and after the student completes the practicum.

Video Capabilities – Permission and Releases

As part of their course requirements (and in compliance with accreditation standards), students are required to provide their TWU clinical supervisor with video recordings of their interactions with clients for supervision purposes. Video recordings may be viewed in individual and/or group supervision with the university clinical supervisor. Therefore, your site release form must

cover “viewing video for supervision and consultation purposes” (or equivalent wording). Both the student and the client must be visible and audible for recordings to be acceptable. If your site does not allow for video recording, students will be required to provide counseling services to clients at a secondary site that allows video recording. Students are required to furnish their own video recording equipment if equipment is not available at the site.

Client Contact Hours

Students must complete one semester of Practicum and two semesters of Internship.

Students enrolled in Practicum are required to complete 100 hours at their clinical site, 40 of which are direct client contact hours. At least 10 of the 40 direct client contact hours must be in group counseling. The student will need to average 3-4 client contact hours per week per semester (10 weeks in the summer, 15 weeks in the fall and spring) in order to fulfill these requirements.

Students in their Internship semesters are required to complete 300 hours (120 of which are direct client contact hours) per semester at their site. At least 20 of the 120 direct client contact hours must be in group counseling. The student will need a minimum of 8-12 client contact hours per week per semester (10 weeks in the summer, 15 weeks in the fall and spring) in order to fulfill these requirements.

Students are expected to provide direct counseling services for the duration of the semester (10 weeks in summer, 15 weeks fall/spring). Acquiring large numbers of direct client contact hours in a condensed time is not acceptable.

Access to All Staff Functions

Students are expected to obtain a broad orientation to the profession of counseling and the complexity of the role of the counselor. Therefore, they need exposure to all applicable professional experiences at the clinical site, including attending staffings for their clients, treatment planning, case reviews, and all clinical trainings.

Charges for Services

Because of the training level of the student, full fees may not be charged directly to clients and third party payers may not be billed for services provided by the student.

We appreciate your interest in serving as a Clinical Mental Health Counseling Site for TWU’s Counseling & Development students.

Please complete and return the attached application or contact me at lmuro1@twu.edu with any further questions.

Sincerely,

Lamar Muro, Ph.D., LPC
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