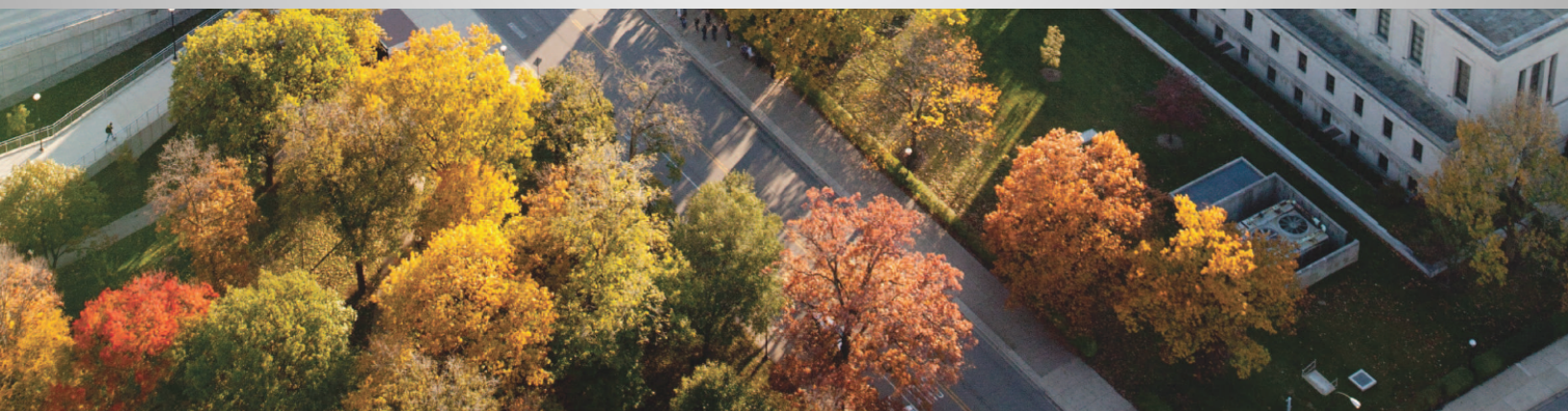




# PSYCHOLOGY AND SOCIAL WORK PRACTICUM STUDENT MANUAL



## TABLE OF CONTENTS

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ABOUT SUNFIELD CENTER.....	3
THE TRAINING PROGRAM AND PHILOSOPHY.....	3-4
MISSION.....	4
GOALS AND OBJECTIVES.....	4
TIME REQUIREMENT.....	5
CLINICAL DUTIES AND RESPONSIBILITIES.....	5-6
TRAINING DUTIES AND RESPONSIBILITIES.....	6
THE TRAINING PROGRAM FACULTY.....	6
CULTURAL AND INDIVIDUAL DIVERSITY.....	7
DISCRIMINATION COMPLAINT PROCEDURE.....	7
COMPENSATION BENEFITS.....	7
PRACTICUM STUDENT SELECTION CRITERIA.....	8

## ABOUT SUNFIELD CENTER

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Sunfield Center is an outpatient mental health center specializing in treatment of child, adolescent, and adult psychiatric disorders. Sunfield Center was founded in August 2011 by psychologists from the former University of Michigan Autism and Communication Disorders Center (UMACC). At Sunfield Center, a team of highly qualified professionals deliver evidence-based and research-informed evaluations and treatments. We are dedicated to increasing awareness of childhood mental health needs, as well as providing patients and their families stability, trust, education, and ongoing support. All of our staff are trained in the delivery of state-of-the-art assessments and treatments of individuals across the lifespan (from toddlers to adults) presenting with an Autism Spectrum Disorder (ASD). We also specialize in diagnostic assessment and treatment of Attention Deficit/Hyperactivity (ADHD) and Disruptive Behavior Disorders, as well as Anxiety Disorders in children and adolescents

## THE TRAINING PROGRAM AND PHILOSOPHY

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The practicum position at Sunfield Center provides an opportunity for intensive training in the areas of 1) ASD, 2) ADHD & Disruptive Behavior Disorders, and 3) Anxiety Disorders. This experience allows students to develop clinical expertise while receiving supervision. The aim of our program is to prepare practicum students to function effectively and ethically as competent psychologists in-training.

Our practicum-training program uses the practitioner-scholar model of clinical training. This model emphasizes the application of state-of-the-art scientific knowledge in clinical practice. There is an emphasis on delivering effective treatments while taking into consideration individual, cultural, ethical, and societal differences. Students are trained to engage in scholarly inquiry and are expected to apply learned knowledge in their clinical practice, thus utilizing evidence-based interventions.

Students receive ongoing supervision that is delivered in a number of different modalities. Practicum students engage in regularly scheduled individual supervision (either virtual or face-to-face) with a licensed psychologist or social worker (depending on your discipline) for at least 1 hour per week. Additionally, students engage in at least an additional 2 hours per week in learning activities, such as case conferences involving cases in which the student is actively involved, co-therapy/evaluation with a staff person, including discussion, group supervision, or additional individual supervision. Formal oral and/or written feedback is provided each semester and supervisors are readily available as mentors, consultants, and colleagues. We believe that supervisor accessibility is an important component of a good training program. We therefore make sure that supervisors are available to answer questions and meet the needs of students outside of their regularly scheduled supervision. We expect that students will take responsibility for their own learning throughout the practicum program by reflecting on and evaluating their own training needs and identifying individualized learning goals.

In addition to clinical training at Sunfield Center, the practicum student will work closely with Dr. Suzi Naguib on program development (e.g., development of professional and parent training materials). This will be an integral part of the practicum program.

We highly value our practicum students and appreciate that they bring a fresh perspective of new ideas, knowledge, and experience from their course work and previous practicum sites that contributes to keeping supervisors informed. We also appreciate that students bring a significant amount of energy and passion for learning that contributes to our growth as a center.

## MISSION

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The program's mission is congruent with that of Sunfield Center. Sunfield Center is dedicated to increasing awareness of mental health needs and providing evaluations and treatment of psychiatric illnesses through scientific practice and education. We strive to build strong relationships with our patients and their families and to provide a safe and nurturing learning environment. Sunfield Center prides itself on the foundation of a team of professionals devoted to the advancement of clinical care, education, and training.

## GOALS AND OBJECTIVES

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The program places particular emphasis on helping students become familiar with and hone their clinical skills in the areas of diagnostic evaluations, individual treatment, family and school consultation, as well as proficiency in clinical issues of diversity, professional skills and ethics and the practical application of clinical research.

A major goal of the training program is to increase the autonomy of students as their clinical skills evolve during the training program. This involves the following steps:

- Students begin by sitting in and listening to initial clinical intakes/consultations and treatment sessions
- Direct clinical hours are typically initially focused on observation (e.g., clinical interviewing, intervention, assessment) and clinical support (e.g., note and report writing)
- The student's responsibilities are expanded to include co-treatment of individual psychotherapy, administration of portions of a comprehensive ASD and other psychiatric evaluations, and participation in patient/family/school consultation
- Practicum students are expected to demonstrate increasing autonomy in conducting clinical intakes, implementing treatment, report writing and administration of different clinical measures

## TIME REQUIREMENT \_\_\_\_\_

- 16 hours per week, usually spread over 2 days
- Fridays 9:00am-5:00pm are required due to our case conference and PCIT training
- 12 months in length (starting date may vary based on student's program)

## CLINICAL DUTIES AND RESPONSIBILITIES \_\_\_\_\_

In addition to diagnostic assessment and co-treatment responsibilities, the student will be expected to attend trainings and didactics, as well as participate in weekly supervision.

16-hour per week time commitment. A breakdown of the 16 hour per week\* time commitment is as follows:

- Approximately 6 hours/week of direct clinical care.
  - Interventions can include initial consultations, PCIT training cases, parent training, executive functioning skills treatment, social skills treatment, and anxiety and coping skills treatment
  - Participate in school observations and consultations with educational teams, committees on special education, and placement teams
- 2 hours/week of case conference (required attendance).
  - Students will attend and regularly present assessment and treatment cases at our case conference. Each practicum student is required to give a formal presentation each semester
- 1 hour/week of individual supervision (required attendance)
  - Supervision will occur either in person or via Zoom
  - Students will receive live supervision on treatment/evaluation cases as discussed above
- 1-2 hours/week dedicated to a program development project
  - Create presentations for the Sunfield team and associated blogs for our website
  - Work on one to two program development projects over the course of your practicum year

- 1-2 hours/week of PCIT training
  - 1 hour weekly didactic and 1 hour bi-weekly supervision (required attendance)
  - Opportunity to attend 40-hour didactic training (to be discussed with your supervisor)
- Practicum students also have the opportunity to participate in comprehensive diagnostic evaluations. Assessment measures include: ADOS-2, ADI-R, Vineland-3, Mullen Scales of Early Learning, DAS-II, Bayley-4, WISC-V, WASI-II, DAS, WIAT-IV, K-SADS, etc.

\* Please Note: Practicum students are expected to be at Sunfield Center 16 hours each week (for both virtual and in-person sessions). This means that if a patient does not show for an appointment, students are still expected to be at Sunfield Center. That time may be used to watch assessment tapes, read, complete case notes or for other professional development activities.

## TRAINING DUTIES AND RESPONSIBILITIES ---

### Sunfield-Specific Training Opportunities

- Attend annual professional trainings provided by Sunfield Center (e.g., ADOS-2, ADIR, etc...) (required attendance). These trainings are provided several times a year and usually take place on Mondays-Wednesdays from 8:30am-5pm. Students will be required to attend each training at least one time.
- Attend weekly Parent Child Interaction Therapy (PCIT) didactics, supervision and training cases. These didactics occur on Fridays and provide foundational training in PCIT, in addition to general parent management training skills. Students will be required to attend training each week, unless otherwise specified by their clinical supervisor.

## THE TRAINING FACULTY ---

The training program faculty represents a broad diversity of clinical training and expertise. Faculty members are involved in direct clinical practice, clinical supervision of students and presentations within the training program. In addition, the faculty conduct research and assume active leadership in varied professional organizations (e.g., the University of Michigan, Michigan State University). Thus, the faculty of the training program is well positioned to train and serve as role models for future psychologists in the field. To learn more about our training faculty, please visit our [website](#) to learn more.

## **CULTURAL AND INDIVIDUAL DIVERSITY** \_\_\_\_\_

The training program is committed to supporting cultural and individual diversity and does not discriminate on the basis of race, ethnicity, color, religion, sex, gender (including gender identity and gender expression), marital status, national origin, ancestry, age, sexual orientation, disability, or veteran status in its recruitment and retention of practicum students, interns, postdoctoral fellows, and staff. We welcome applicants from various racial, ethnic, sexual orientation, religious, and cultural backgrounds, as well as those with physical disabilities. The program's didactic and experiential training are designed to foster an understanding and sensitivity of cultural and individual diversity as they relate to professional psychology. The patient population at Sunfield Center is culturally and individually diverse.

## **DISCRIMINATION COMPLAINT PROCEDURE** \_\_\_\_\_

Our equal opportunity/nondiscrimination policy is designed to ensure that practicum students, interns, postdoctoral fellows, and staff understand their rights and responsibilities. Sunfield Center's discrimination complaint procedure is designed to ensure that concerns are handled in a timely and responsive manner. Equal Opportunity is a legal right of all persons to be accorded full and equal consideration regardless of protected class with regard to all terms and conditions of employment (i.e., hiring, promotion, layoff, demotion, termination, access to training, educational programs, and financial aid). Complaints should be directed to Dr. Suzi Naguib, Sunfield Center's Clinical Director.

## **COMPENSATION BENEFITS** \_\_\_\_\_

Practicum students do not receive compensation or benefits at Sunfield Center.

Practicum students are entitled to observe 10 of the Sunfield Center's recognized holidays: New Year's Day, MLK Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Election Day, Thanksgiving Day, Christmas Eve, and Christmas Day. If you observe a cultural/religious holiday that is not specified here, please speak with your clinical supervisor about organizing that time off.

## PRACTICUM STUDENT SELECTION CRITERIA \_\_\_\_\_

Applications by candidates coming from Clinical, Counseling, School, Neuropsychology, Health Psychology and Social Work Programs are accepted.

Qualifications for applying to the practicum position include:

- This is an advanced clinical practicum site. We favor students who have already completed one clinical practicum but we will consider students with less experience as well whose clinical interests are closely aligned with our training program.
- Courses taken in cognitive behavioral and/or behavior therapy, developmental/child psychology, child and family therapy, child psychopathology, and clinically relevant experiences with children and adolescents who are afflicted with ASD, ADHD/Disruptive Behavior, and Anxiety disorders preferred.
- Students will possess exceptional ethical conduct and interpersonal skills appropriate to professional practice. Applicants' interests and aptitudes should be in concert with our program's goals and objectives. Applicants should have an understanding of our program's philosophy and model of training.
- Applicants are evaluated on the basis of academic preparation, practicum experience, letters of recommendation, and degree of fit between the applicant's goals and the goals of the program. Sunfield Center considers applicants for all positions without regard to race, sex, religious creed, national origin, ancestry, sexual orientation, genetic information, disability, veteran status, age, or any other protected group status.
- Applicants should email [training@sunfieldcenter.com](mailto:training@sunfieldcenter.com) for any further questions and for application materials (including the application process and timeline).
  - Practicum applications for psychology students are typically due beginning to mid February.