Ball State University
Counseling & Health Services
Doctoral Practicum Program

2021-2022 Academic Year
August 18, 2021 – May 6, 2022

Program Contact:
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Information for Prospective Applicants

Thank you for your interest in our Doctoral Practicum Program.

As part of the larger Counseling & Health Services, the Counseling Center provides a full range of services to the Ball State University community, including individual and group therapy, psychological assessment, outreach, and consultation. The staff at the Counseling Center are committed to both responding to the transitional and developmental issues of graduate students and supporting and mentoring trainees into the profession of psychology. Training is provided in a variety of areas, including but not limited to, diversity issues, traditional therapy, crisis intervention, suicide assessment and treatment, psycho-educational group, outreach and consultation, and diagnosis. Emphasis is placed on providing trainees with the opportunities to develop their own awareness of the integration between their personal and professional identities.

The environment in the Counseling Center is supportive and collaborative as well as professional. Core values of diversity and social justice are also embedded in each aspect of the Counseling Center. We view each trainee as a cultural being whose background and social locations closely influence their development as well as personal and professional identities. As a part of a trainee’s professional development, supervisors assist in increasing their sensitivity to, knowledge of, and competency in dealing with diversity issues, both their own and others’, in the counseling process. Self-reflection and self-examination of their own cultural and diverse backgrounds, their worldviews, and their interactions and relationships with clients and supervisees are emphasized. Integrating diversity, multiculturalism, and social justice into supervision is a significant part of our program. While we emphasize self-reflection as a part of our training program, we respect a trainee’s right to choose not to disclose information they deem too personal.

We have positions available for the 2021-2022 academic year. If you have any inquiries regarding our open positions or the training program, please feel free to contact the Training Committee at CCPRACTICUM@bsu.edu.

Description of Practicum Positions

The Doctoral Practicum is designed to give trainees quality supervised training and experience in the practice of psychology in a University Counseling Center setting. Professional learning and growth are facilitated through intensive supervision, didactic seminars, and case presentations. Doctoral Practicum Trainees are regarded as valued members of our Center and have frequent and significant contact with individual senior staff members and working teams.
Doctoral practicum positions are open to Clinical or Counseling Psychology doctoral students. All Doctoral Practicum Trainees are required to fulfill a two-semester commitment (fall and spring semesters) and are eligible to re-apply the following year. The dates of the 2021-2022 practicum are August 18, 2021 – May 6, 2022.

**Participation in orientation to the Counseling Center is a requirement for the practicum position.** Orientation will take place the Wednesday and Thursday prior to the beginning of the semester on **August 18-19, 2021 from 8:00AM-5:00PM**.

Doctoral practicum trainees average 16-20 hours per week at the Counseling Center. During their time on-site, trainees manage a variety of responsibilities, including individual therapy, group therapy, outreach team meetings and programs, individual and group supervision, and administrative tasks.

**Training Responsibilities and Tasks**

**Individual Clinical Services:** Doctoral Practicum Trainees are typically scheduled up to 10 individual client hours per week. However, with “no-shows,” cancellations, and rescheduling by clients, the number of direct services hours per week may vary.

**Group Therapy:** Doctoral Practicum Trainees will co-facilitate a Skills Group each semester of their practicum training. Doctoral Practicum Trainees may also have the opportunity to participate in a process group based on individual interest and availability for placement. If a Doctoral Practicum Trainee elects to participate in one or more group training experiences, the weekly individual clinical contact hours are reduced by one (1) hour in their schedule.

**Individual Supervision:** Each trainee receives a minimum of 1.5 hours of individual supervision each week.

**Outreach Programming:** Doctoral Practicum Trainees participate in outreach programs provided for various entities within the Ball State community, including classrooms, residence halls, student organizations, and faculty/staff. **Outreach events may occur outside of the trainee’s scheduled hours in the center.**

**Group Supervision:** Each trainee receives 1 hour of interdisciplinary group supervision on Thursday mornings from 8:00 to 9:00am. Group supervision includes the process of both personal and professional reflections regarding individual clinical work. The expectation for each trainee is the gradual development of competences as a professional.
Didactic Training: Doctoral Practicum trainees have the option of attending weekly one-hour didactic trainings on Thursday mornings from 9:00-10:00 AM.

Administration: This time can be utilized for activities such as documentation completion, professional reading, video review, training/workshops, and/or planning preparation for clinical work or supervision. Hours spent doing administrative tasks vary from week to week depending upon the needs of the trainee, their clients, and their supervisors.

Policy on Receiving Counseling and Training in the Counseling Center

PURPOSE: This policy has arisen from an aggregate of situations over many years that have created ethical concerns about potential issues emerging from dual role relationships. In our program, trainees have contact with numerous staff members, and it may be impossible to prevent difficulties that can arise from dual roles. However, this policy is intended to minimize the potential negative impact on the students we serve.

POLICY: No trainee may receive counseling at the Counseling Center while in training at the Center. Further, no therapist who has worked with a student who is applying for training in our program will provide any information to staff involved in selection. Therapists will not function in the role of clinical supervisor or another supervisor should their former client become a trainee at the Center. The following procedures are in place for maintaining this policy:

PROCEDURE:
1. If a student from Ball State is applying to the training program at the Counseling Center, they must end services of any kind with the Counseling Center by the end of fall semester prior to applying for the training program during the spring semester.
2. If a student from Ball State chooses to continue services past the fall semester of an academic year, they are not eligible to apply for placement at the Counseling Center for the following academic year.
3. Clients who are considering an application for training are encouraged to talk with their therapist about their training considerations.
4. Therapists working with clients who are potential applicants to the training program discuss the issues that will arise from the dual role relationship with their client prior to their application.
5. Should an applicant not place with the Counseling Center, they are welcome to resume receiving services.

ADDENDUM
These policies have not been put into place to discourage anyone from obtaining the therapy that they need. The Counseling Center staff members value the contribution therapy can make to the
development and growth of graduate students in training. Our staff will provide a list of practitioners and try to work with community agencies and individual therapists to provide no-cost or low-cost therapy for graduate students, though our staff cannot promise this will occur.

**Application Process**

1. Submit the following materials together electronically to CCPRACTICUM@bsu.edu:
   a. Cover letter
   b. Curriculum vitae
   c. Signed Trainee Application and Professional Conduct Certification (available below)

2. All application materials must be submitted in order to receive full consideration.

Applications will be accepted beginning **January 18, 2020**. Interviews with members of the Counseling Center Training Committee will begin **February 8, 2021**.
Trainee Application and Professional Conduct Certification

APPLICANT CERTIFICATION: I certify that all the information submitted by me in this application is true to the best of my knowledge and belief. I understand that any significant misstatement in, or omission from, this application may be cause for denial of selection as a trainee or dismissal from a trainee position. I authorize the Counseling Center to consult with persons and institutions with which I have been associated who may have information bearing on my professional competence, character, and ethical qualifications now or in the future. I release from liability all Counseling Center staff for acts performed in good faith and without malice in connection with evaluating my application and my credentials and qualifications. I also release from liability all individuals and organizations who provide information to the Counseling Center in good faith and without malice concerning my professional competence, ethics, character, and other qualifications now or in the future.

If I am accepted and become a trainee at the Counseling Center, I expressly agree to comply fully with the Ethical Principles of Behavioral Health Care Providers. I also agree to comply fully with both the Code of Conduct and the General Guidelines for Providers of Psychological Services within my discipline. I also agree to comply with all applicable state, provincial and federal laws, all the Rules and Code of Conduct of the State Licensing Board of Psychology, and the rules of the institution and the Counseling Center in which I am a trainee. I understand and agree that, as an applicant for the Counseling Center program, I have the burden of producing adequate information for proper evaluation of my professional competence, character, ethics, and other qualifications and for resolving any doubts about such qualifications.

Name: _________________________________________________

Preferred Name: _______________________________________


Please answer ALL the following questions with YES or NO. If yes, please elaborate.

1. Has disciplinary action, in writing, of any sort ever been taken against you by a supervisor, educational or training institution or place of employment?

   YES   NO

2. Are there any complaints currently pending against you before any of the above bodies?

   YES   NO

3. Has there ever been a decision in a civil suit rendered against you relative to your professional work, or is any such action pending?

   YES   NO

4. Have you ever been suspended and/or terminated or been asked to resign by a graduate or training program, practicum site, or employer?

   YES   NO

5. Have you ever, in your lifetime, been convicted of an offense against the law other than a minor traffic violation?

   YES   NO

6. Have you ever, in your lifetime, been convicted of a felony?

   YES   NO

Please provide any necessary explanatory information:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Signature: ___________________________   Date: ___________________________