

# ROAD TO RECOVERY

Behavioral Health Services

www.rdtorecovery.com

## Practicum/Internship Criteria and Requirements

Different universities and colleges have their own requirements for Practicum and Internships for Graduate Students. In addition, Road to Recovery, has a specific set of criteria and requirement of all its clinical interns and practicum graduate students. Criteria for selection into our program:

1. A minimum of **16-20 hours per week for 6 months, excluding 2 weeks of orientation** of **onsite** practicum experience according to the requirements set by the degree/school. Preference is given to graduate students with a combined practicum and internship **9 to 12 months on-site.**
2. Bilingual candidates, English/Spanish and English/Portuguese are given preference given their ability to provide clinical services to diverse linguistic and cultural populations.
3. Flexibility in scheduling **on-site** hours. Preference is given to graduate student interns able to be on-call on a short notice and available afternoons/evenings from 2-9pm and Saturdays 9-1pm.
4. Flexibility in traveling to multiple locations. Preference is given to graduate student interns able to travel to **Gainesville, Forest Park and Marietta** in that particular order. Since the Atlanta location is the most coveted location, it is reserved for candidates that meet most of our desired criteria.
5. Ability to produce professionally written reports and clinical documents. Outstanding professionalism and standards of clinical practice including physical appearance, courtesy and professional demeanor with patients and staff.
6. Area of interest in clinical practice:
  - a. Ability to engage in delivering counseling services to a caseload of people (patients/court mandated clients) for whom he/she is the clinician responsible for treatment.
  - b. Ability to have direct client contact with individual clients conducting clinical interviews, intakes, psychosocial evaluations, substance abuse evaluations, diagnosis, treatment recommendations, prognosis and individual psychotherapy.
  - c. Preference is given to graduate student interns with experience and/or interest in Behavioral Health and/or Addictive Disorders.

Road to Recovery's basic requirements are to:

- Adhere to the APA/NASW Professional Code of Ethics
- Adhere to the HIPAA Confidentiality Rules and Regulations
- Adhere to the RTR **professional dress code – business attire for women / long sleeve collar shirt & dress pants for men**
- Adhere to RTR policies regarding use of personal cell phones and time spent on social media sites while on-site.
- Adhere to the Practicum/Internship work schedule hours, arrive and leave on-time per assigned on-site schedule.
- Adhere to professional standards of time recording, attendance and punctuality
- Be courteous and respectful with all staff members as well as patients
- Demonstrate a sense of responsibility and commitment to the clinical practice by meeting deadlines and reporting on-time.
- Adhere and Follow the Graduate Student Internship Manual provided by RTR
- **Prepare well written reports documents that demonstrate the education level obtained by producing professionally written reports in proper English.**

Interns may be terminated from the program for failure to abide by professional standards of practice or following directions per company policy. A letter of termination will be submitted to the school.

Interns are able to request permission (with appropriate signed consent) to audio tape their counseling sessions to be utilized in case presentations as part of their practicum/internship experience.

Interns receive a minimum of one hour of individual supervision per week with a licensed mental health professional (LPC / LCSW).

Interns are to follow directives from their Administrative Supervisors on-site for non-clinical/administrative duties as needed.

Interns are able to request time off practicum over holidays or for personal reasons with a two-week notice and prior approval by the practicum site and clinical supervisor [and school when applicable].

We appreciate your interest in becoming part of The Road to Recovery, the premier behavioral health practice in the state of Georgia!