UVM COUNSELING PROGRAM
Practicum/Internship Field Site Information Form

SITE INFORMATION
Name of Agency/School: UVM Counseling & Psychiatry Services/Center for Health and Wellbeing
Physical Address: Wright Hall 113, 436 S. Prospect Street, Burlington, VT 05405 (Redstone Campus). A second location at: 146 S. Prospect Street, Burlington, VT 05405 (Jacobs House).
Website: Counseling and Psychiatry Services
Phone Number: 802-656-3340
Fax Number:

Type of School: □ Elementary □ Middle □ Secondary □ Public or □ Private

Type of Agency: □ Community Counseling ☒ College Counseling □ Alcohol/Drug Counseling □ Other:

Agency Administrator/School Principal: John Paul Grogan, Interim Director of Education and Outreach Services and Counseling and Psychiatry Services
Phone Number: 802-656-3340
Email Address: John.Grogan@uvm.edu

Contact Person: Jessica Ley Metcalf, Psy.D., Director of Training
Phone Number: 802-656-3340
Email Address: Jessica.ley@uvm.edu

INTERNERNSHIP EXPERIENCE INFORMATION
Responsibilities of a practicum/internship student:
(Briefly list the responsibilities a practicum/internship student would be expected to assume in your school/agency and identify client population(s) you serve)

- weekly, developmentally focused didactic training that ranges in topics from various treatment modalities and interventions; working with special populations; case conceptualization and presentation; professional roles; job search; and networking with area providers and former interns
- weekly group supervision
- weekly individual supervision
- office and front desk support
- challenging and diverse caseloads that build quickly and create opportunities to develop caseload management, consultation, and other administrative skills
- orientation program beginning August 19 through August 23. Internship begins August 26, 2019-May 8, 2020

Please check which of the following activities the practicum/internship student would participate in:
□ Classroom guidance □ Family/couples counseling ☒ Individual counseling - college age
□ Group counseling □ Individual counseling - children □ Individual counseling - adults
□ Consultation □ Individual counseling - adolescent □ Other (please specify): Click or tap here to enter text.

SITE SUPERVISOR INFORMATION
Check one:
□ Licensed Mental Health Counselor
□ Licensed School Counselor
□ Psychologist
□ Social Worker
□ Certified Drug and Alcohol Counselor
□ Psychiatrist

If there is a second supervisor, check one:
□ Licensed Mental Health Counselor
□ Licensed School Counselor
□ Psychologist
□ Social Worker
□ Certified Drug and Alcohol Counselor
□ Psychiatrist
APPLICATION INFORMATION
Internship Application Deadline: January 11th
Internship Application Materials Required:  ☐ Cover Letter  ☒ Resume  ☒ Site Application
    ☒ Other: See below
Site Is Available for the Following Semester(s):  ☐ Fall  ☐ Spring  ☐ Summer  ☒ Academic Year

Other Relevant Application Information:
Application Information:
• Submit the internship application and a copy of your CV through the CAPS website. This site requires an early application deadline - January 11th for internships in the 2019-20 academic year. Applications are reviewed as they are received.
• Interviews will take place in early January. This site places strong consideration on the in-person interviews.
• Offers will be made by the end of January.
• Contact Jessica Ley, Director of Training, with any questions about the internship experience

Other information:
• This site has a preference for students with prior clinical experience or exposure to direct provision of mental health services
• More information about the site and the internship experience can be found on their website.

Where (to whom) to submit materials: Application website

FORM COMPLETED BY
Name: Julie Welkowitz (based on information from Jessica Ley

For office use only:
Date received/updated by the UVM Counseling Program  12/20/2018