

# UVM COUNSELING PROGRAM

## Practicum/Internship Field Site Information Form

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### SITE INFORMATION

Name of Agency/School: UVM Counseling & Psychiatry Services/Center for Health and Wellbeing

Physical Address: Wright 113, 436 S. Prospect St., Burlington, VT 05405 (Redstone Campus) A second location at: 146 S. Prospect St., Burlington VT 05405 (Jacobs House)

Website: [CAPS](#)

Phone Number: 802-2656-3340

Fax Number: Enter fax number

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

Type of Agency: ☐ Community Counseling  
☒ College Counseling  
☐ Alcohol/Drug Counseling  
☐ Integrated Health/MH  
☐ Other: Enter information

Agency Administrator/School Principal: John Paul Grogan, Interim Director of Education and Outreach Services and Counseling and Psychiatry Services

Phone Number: 802-2656-3340

Email Address: [John.Grogan@uvm.edu](mailto:John.Grogan@uvm.edu)

Contact Person: Jessica Ley Metcalf

Phone Number: 802-656-3340

Email Address: [Jessica.ley@uvm.edu](mailto:Jessica.ley@uvm.edu)

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### PRACTICUM/INTERNSHIP EXPERIENCE INFORMATION

For K-12 school sites only, are you available to host a student for (check all that apply):

☐ Practicum (approx. 4-5 hrs per week, Spring only) ☒ Internship (approx. 20-24 hrs/week across year)\*

*\*Note: For clinical mental health sites, it will be assumed that this form is being completed as an internship site*

#### Responsibilities of a practicum or 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

Please check which of the following activities the practicum/internship student would participate in:

<input type="checkbox"/> Classroom guidance	<input type="checkbox"/> Family/couples counseling	<input checked="" type="checkbox"/> Individual counseling - college age
<input checked="" type="checkbox"/> Group counseling	<input type="checkbox"/> Individual counseling - children	<input type="checkbox"/> Individual counseling - adults
<input type="checkbox"/> Consultation	<input type="checkbox"/> Individual counseling - adolescent	<input type="checkbox"/> Other ( <i>please specify</i> ): Click or tap here to enter text.

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### SITE SUPERVISOR INFORMATION

Check one:

- ☒ Licensed Mental Health Counselor  
☐ Licensed School Counselor  
☒ Psychologist

If there is a second supervisor, check one:

- ☐ Licensed Mental Health Counselor  
☐ Licensed School Counselor  
☐ Psychologist

- ☒ Social Worker  
☒ Certified Drug and Alcohol Counselor  
☐ Psychiatrist

- ☐ Social Worker  
☐ Certified Drug and Alcohol Counselor  
☐ Psychiatrist

Name of Site Supervisor: Varies each year  
Graduate Degree(s) and Licenses Held: Enter information  
Position Title: Enter position title

Name of Second Site Supervisor: Enter name  
Graduate Degree(s) and Licenses Held: Enter information  
Position Title: Enter position title

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#### APPLICATION INFORMATION

Internship Application Deadline: January 11th 2022

Internship Application Materials Required: ☐ Cover Letter ☒ Resume ☒ Site Application  
☐ Other: Click or tap here to enter text.

Site Is Available for the Following Semester(s): ☒ Fall ☒ Spring ☒ Summer

Internship Provides Stipend: ☐ Yes ☐ No ☐ Possibly

Other Relevant Application Information:

Please join us for a Virtual Open House and Q&A on 12/10/21 from 10-11am via Microsoft Teams. All interested prospective trainees should email [Jessica.ley@uvm.edu](mailto:Jessica.ley@uvm.edu) for the Teams invitation.

Where (to whom) to submit materials: Please click [here](#) to learn how to apply!

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FORM COMPLETED BY

Name: Liana Redmond

*For office use only:*

Date received/updated by the UVM Counseling Program    December 2021