

Student Guidelines for Obtaining Clinical Sites

1. Fill out the appropriate Counseling Practicum and Internship Reservation Form and submit it 1-2 semesters before planned enrollment and give to Kerry Bartel.
2. Meet with Clinical Coordinator in order to receive appropriate handbooks and to view the database.
3. Review the Field Site Directory/Database. Identify approximately three sites to interview for possible placement. If there is a site that is not listed, give the information to the Clinical Coordinator and he/she will forward the Site Supervision packet to the site. Once it is returned, a site visit will be done by the Clinical Coordinator, and the process can proceed from that point.
4. Once a site has been chosen, set up an interview. (See page 8 in the Counseling Internship Information Packet.)
5. Complete the Self-Inventory.
6. Attend the Clinical Orientation.
7. Obtain professional liability insurance.

Clinical Coordinator:

Dr. Bret Hendricks
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