

# **Jefferson County Internship Consortium**



**Internship Handbook  
2021-2022**

# Introduction

The Jefferson County Internship Consortium (JCIC) is a full-time psychology doctoral training program in professional psychology jointly sponsored by Seven Counties Services, Central State Hospital (CSH), Bellewood & Brooklawn, and the Kentucky Correctional Psychiatric Center (KCPC). The JCIC internship is a generalist program designed to prepare interns for licensed professional practice, with a particular focus on public-sector mental health services and collaborative consultation with other health service providers and community agencies.

Seven Counties Services (SCS) is a private, non-profit corporation. It is Kentucky's largest comprehensive mental health center with more than 1,400 clinical and administrative staff members providing services annually to approximately 25,000 persons. SCS serves the Louisville, Kentucky, metropolitan area and the surrounding rural communities, providing a vast array of mental health, chemical dependency, and mental retardation/developmental disability services to children, adolescents, families, and adults. As Louisville's urban population is slightly over 30 percent people of color, interns have the opportunity for broad exposure to diverse populations and clinical issues.

Central State Hospital is a progressive, state-owned inpatient facility serving an adult mentally ill population. The units include services provided for acute care, geriatric services, neuropsychological services, and services for individuals who are guilty but mentally ill or pose a danger to the community because of mental illness. CSH works in conjunction with SCS to provide a continuum of care for the seriously mentally ill adult population, including case management and after care programming. Both SCS and CSH are accredited with commendation by the Joint Commission for the Accreditation of Health Care Organizations (JCAHO).

Kentucky Correctional Psychiatric Center is a psychiatric hospital located within a prison setting. Patients at KCPC present with serious felony charges which have not yet been adjudicated. Psychology and psychiatry staff perform competency and criminal responsibility evaluations for the courts.

Bellewood & Brooklawn Bellewood/Brooklawn is a Residential Treatment Program serving youth that have either been removed from their homes as a result of abuse or neglect and are in the care of Kentucky's Cabinet for Health and Family Services or have had multiple out of home placements. With youth living on-site, this 24-hour, seven-day-a-week program provides intensive treatment through therapeutic care, educational and vocational programs, medical and psychiatric care, and independent living skills training.

Seven Counties Services, Central State Hospital, Bellewood & Brooklawn, and Kentucky Correctional Psychiatric Center are each Equal Opportunity Employers, and each has an aggressive affirmative action plan. SCS, CSH, Bellewood & Brooklawn, and KCPC each actively participate in minority recruitment initiatives, including quality improvement activities in Minority Recruitment and Retention. Each organization offers extensive professional development activities in diversity awareness and appreciation.

JCIC's status is accredited by the office of Commission on Accreditation of the American Psychological Association\*. JCIC utilizes the APPIC Application for Psychology Internship and participates in the APPIC Matching Program. Applicants should obtain information regarding the application process from their Graduate Program or from the APPIC website: <http://www.appic.org>. In addition, prior to beginning their internship, interns must complete an application for employment at Seven Counties Services, and pass a pre-employment drug screening and criminal background check.

\*Questions related to the program's accredited status should be directed to the Commission on Accreditation:

Office of Program Consultation and Accreditation  
American Psychological Association  
750 1st Street, NE, Washington, DC 20002-4242  
Phone: (202) 336-5979 / E-mail: [apaaacred@apa.org](mailto:apaaacred@apa.org)  
Web: [www.apa.org/ed/accreditation](http://www.apa.org/ed/accreditation)

# The Louisville Community

Located in north central Kentucky on the Ohio River separating Kentucky from Indiana, Louisville has southern charm and northern vitality. It is within a half-day's drive or less from Nashville, TN, Cincinnati, OH, Indianapolis, IN, St. Louis, MO, and Charleston, WV, and is served by an international airport. Louisville is a large metropolitan area with approximately one million people. Temperatures are moderate, with average highs in the 40-degree range in the winter and an 80-degree range in the summer.

Louisville's low cost of living makes it an affordable option for students and interns. Housing is plentiful and reasonable. Louisville supports a world-renown arts community, including Actor's Theatre, the Louisville Orchestra, and Louisville Ballet. People who love the outdoors will find over a dozen Frank Olmstead-designed parks in the area, and wonderful state parks within an easy drive. Of course, the Kentucky Derby on the first Saturday in May is the premiere city event every year, with two weeks of festivities preceding race day. In addition, Louisville is known for its excellent restaurants and eateries, ranging from ethnic cafes, to bistros and pubs, to nationally recognized five-star dining experiences.

The Louisville metropolitan areas counts over 100,000 students enrolled in 8 colleges and universities. JCIC interns have access to a wealth of library resources, including graduate and medical school collections.

Louisville celebrates diversity in our community. We are home to large Catholic, Protestant, Jewish, and Muslim communities. We welcome professionals, students, immigrants, refugees, and visitors from many countries who add value to our community.

Seven Counties Services, Inc., corporate offices are located in the east-end of Louisville. However, interns host building at SCS is in downtown Louisville, near the main medical complexes. Central State Hospital is located in eastern Jefferson County, approximately a 20-minute drive from downtown. The Kentucky Correctional Psychiatric Center is located in Oldham County, also a 20-minute drive from downtown Louisville. The Bellewood & Brooklawn Campus is located in the center of Louisville, about a 15 minute drive from downtown Louisville.

# Program Philosophy and Objectives

The purpose of the JCIC Internship Program is to prepare doctoral students for the practice of psychology in the community mental health and other public-sector settings. JCIC strives to develop the intern's competencies in psychotherapy, consultation, and assessment for clinical practice as a licensed psychologist. JCIC follows a practitioner-scholar model, within an ecological or systems context, appropriate for treating the complex problems presented by community mental health's culturally diverse client populations. Interns are expected to utilize up-to-date research data to enhance their clinical practice.

JCIC is a consortium model that provides experience and training in both outpatient and inpatient psychological services. JCIC follows a generalist orientation to develop the core competencies and broad clinical skills needed to successfully provide psychological services in the public sector. Interns are exposed to a variety of clinical practice models working alongside psychiatrists, nurse practitioners, clinical social workers, marriage and family therapists, and expressive therapists in a multi-disciplinary treatment setting. We believe that this broad, diverse experience provides a solid foundation for specialization at the post-doctoral level. The JCIC internship is a template for future specialization and professional development.

JCIC's training model encompasses four components:

1. the expansion of the intern's professional knowledge and skills over the course of the internship year;
2. provision of high-level supervision to guide the interns in their training experiences;
3. exposure to community mental health's continuum of services, and
4. integration of clinical practice and scientific principles in a practitioner-scholar model.

The clinical staff strives to prepare the interns to become competent licensed professionals, capable of adapting to the changing demands of community mental health and other public sector settings.

JCIC's training program offers a broad array of mental health trainings opportunities, with a diverse clientele, across the age range from preschool to geriatrics. The training program provides opportunities for a wide variety of treatment and assessment modalities. The intern's core training experience centers on year-long clinical placements within both inpatient and outpatient settings. Interns select one core rotation that requires two days a week and two elective rotations that require one day a week. The fifth day of the week is devoted to seminars, assessment, and group supervision.

JCIC strives to integrate each intern's professional goals, prerequisite competencies, and pre-internship experiences in the assignment of specific rotations within each placement. Rotations are assigned based on the intern's goals, training needs, and prior experiences.

Didactic seminars and in-service trainings are carefully planned to develop the intern's knowledge and clinical skills and to prepare him/her to be a competent mental health provider. Interns attend the Kentucky Psychological Association Annual Convention, and are encouraged to attend the many in-service and professional development opportunities provided by the consortium sponsors.

# Organization of the Internship Program

JCIC is a one-year, intensive 2000-hour clinical experience that trains interns in the theoretical and practical aspects of providing an array of public-sector mental health services to adults, children, and adolescents, and their families. The emphasis is on direct experience in the diagnosis and treatment of a full range of emotional and behavioral disorders of individuals and their families.

## Administrative Structure

### Program Administrators

The JCIC Director of Training, a full-time employee of Seven Counties Services, provides clinical and administrative leadership to the internship. The current Director of Training, Dr. Megan Paxton, is a Licensed Psychologist with 5 years of professional experience. She holds a leadership position in the SCS Professional Staff and also serves as the Unit Manager for the Psychological Testing division of SCS. Dr. Paxton is a Vanderbilt University graduate as well as a JCIC intern alum. The Director of Training oversees the application and selection of interns, the coordination of intern placements, the planning and organization of seminars and didactic training, the evaluation of interns, and the financial management of the internship.

The Advisory Committee assists the Director of Training. The Advisory Committee membership includes the Director of Training, the Assistant Director of Training, and the internship faculty members (or their designees) who serve as site coordinators for each of the core and elective rotations. The Advisory Committee assists with planning, recruiting and interviewing of applications, coordination of placements, and evaluation of the interns and of the internship.

Seven Counties Services, Central State Hospital, Kentucky Correctional Psychiatric Center, and Uspritius Bellewood/Brooklawn collectively employ more than 15 full time Licensed Psychologists. All Licensed Psychologists employed by these agencies are eligible to serve on the JCIC faculty. Supervision of certified psychologists and interns is identified as an essential function in the job description and discipline-specific competencies for Licensed Psychologists. Professionals from other disciplines with exceptional credentials and experience may also be invited to serve on the JCIC faculty. One advantage of training within a consortium like JCIC is the opportunity for interns to interact with many different psychologists via supervision, shared treatment planning, seminars, and informal conversations.

### Selection Process

JCIC screens applications for internship. Minimum academic and practicum preparation requirements include:

- 1) Successful completion of **four years of graduate-level course work**, including appropriate training and practica in adult and child assessment. This will include a minimum of **75 hours of assessment time including at least four integrated reports**.
- 2) Appropriate training in therapeutic theory and practice, including at least two semester-long practica in therapeutic techniques. This will include a minimum of **500 hours of intervention time**.
- 3) Deemed ready for internship by the graduate program's training director.
- 4) Record of scholarly achievement and attainment of appropriate clinical skills for work with a public-sector client population.

## Compensation and Benefits

JCIC interns receive a \$20,800 salary and are considered non-exempt full time employees. Benefits include group health insurance at competitive group rates, fifteen vacation days, nine holidays, five sick days, three personal days, and reimbursement for travel expenses. In addition, JCIC pays the annual dues for interns to become student affiliates of the Kentucky Psychological Association to encourage professional affiliation, use of professional journals and papers and attendance at conferences. Intern's attendance to at least one external professional seminar or conference, typically the KPA conference, is funded by JCIC. On site, the interns share an office space to encourage peer interaction and socialization. Due to the multiple locations of rotations, each intern is also provided a laptop computer allowing them to do work offsite when necessary.

## Intern Performance Evaluation Standards

JCIC's primary goal is to work with interns to expand their clinical core competencies as a general practitioner in the public sector. In order to monitor the accomplishment of this goal as well as other programmatic goals, the interns will be evaluated three times throughout each year long rotation and twice during six-month or partial year rotations.

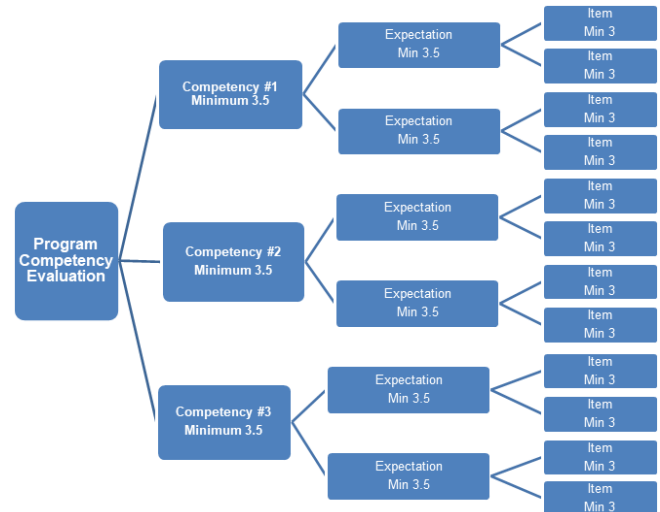
A baseline evaluation will be conducted by each clinical supervisor within the first 30 days of internship. Any areas that need to be addressed will be focused on in individual supervision.

A second full evaluation will be conducted by each clinical supervisor again at the 6-month mark of internship. The minimum expectation for progress on the Program Competency Evaluation is that at mid-year any expectation within a competency will receive an average rating of at least "3". Any expectation that has an average below "3", will require a written remediation plan. A remediation plan will be a written agreement between the intern and the site supervisor in an effort to improve the intern's competency to expected standards. It will be reviewed by the Training Director, and the graduate program from which the intern resides will be notified in writing of any remediation plans.

At the year's end, the final evaluation will be conducted. It is expected that each intern will obtain an average score of at least a "3.5" or above on all expectations within each competency. Additionally each item within an expectation will require at least a "3" to meet programmatic expectations. This ensures that every expectation (or item on the evaluation) meets the minimum benchmark for competency while the overall competencies are also successfully achieved. These two conditions must be met in order to demonstrate the minimum level of achievement for the program. (See Figure 1 below for clarification of the Program Competency Evaluation structure and minimum achievement required).

## Graduation Requirements

Interns are required to meet several requirements in order to successfully complete internship. Interns will need to satisfactorily complete each rotation and have a final evaluation signed off on by their direct supervisor and



**Figure 1.** Program Competency Evaluation structure and minimum achievement scores. Each written evaluation will be reviewed with the intern by their site supervisor as well as the Director of Training or Assistant Director of Training. In addition, the Director of Training from the graduate program will be informed of an intern's progress and good standing within the program within one month of the 6 month mark and at the completion of the program.

the Training Director or Assistant Training Director. It is expected that each intern obtain an average score of at least 4 per goal in order to successfully pass.

*Specific Components:*

Interns are required to complete at least **five** outpatient psychological assessments. Assessments consist of comprehensive or multidimensional evaluations, as well as targeted assessments and clinical screenings.

Interns are required to have at least 25% of their outpatient rotation time be face-to-face clinical hours.

# Training Structure

## Orientation

JCIC interns participate in a two-week orientation program to acclimate them to the consortium, familiarize them with relevant policies and procedures, and acquaint them with the organizations' various treatment programs. During this time, the Director of Training and Assistant Director of Training review with each intern the graduate training information the interns provided in his or her application, and assess each intern's training needs. The interns complete self-assessments of clinical competencies and identify training goals in assessment, psychotherapy, and consultation/collaboration.

During orientation, each intern meets individually with the Director of Training and Assistant Director of Training to outline specific goals for the year and to formulate a plan for achieving these goals. This agreement becomes a memorandum of understanding between the interns, the consortium, and the intern's graduate-training program. Goals are reviewed and progress reported to graduate schools mid-year and on completion of the internship.

Based on the interns' training goals and plan, the Director of Training and the interns select core training placements and elective rotations. The goal is to match each intern to placements based on their interest, training needs and prior experiences, while insuring opportunity to achieve competencies in psychotherapy, consultation, and assessment. Placements from which the interns select include outpatient treatment of children, adolescents, and their families and with severe emotional disturbance, family violence/sexual abuse treatment, inpatient services, and forensic assessment. Additional elective rotations can be designed to meet the specific learning needs of an individual intern, so long as quality supervision and training experiences are available.

Interns are encouraged to coordinate their outpatient and inpatient core training experiences whenever possible. For example, an intern with specific interest in forensic issues may choose placements at the Kentucky Correctional Psychiatric Center for inpatient forensic assessments, the Transitions Unit for outpatient treatment of victims of sexual abuse, and the Secured Care Unit at Central State Hospital. This coordination gives the intern an intensive experience with an identified population across the continuum of care, and creates opportunities for clinical continuity for individual clients.

## Weekly Schedule

The interns' weekly schedule is designed to maximize learning opportunities. Each week, interns spend 4 days in clinical placements (including both core and elective rotations) and one day (Wednesday) a week in didactic training, treatment team, and seminars.

## Supervision

Interns are provided with supervision by a licensed psychologist for each rotation. They participate in at least two hours of individual clinical supervision a week, a 90-minute multi-disciplinary team/treatment planning meeting, and two hours of group supervision with the other interns and a rotation of supervisors. Exceptions to this schedule can be made to accommodate an interns' interest and training needs.

## Didactic Seminars

A series of training seminars have been designed to offer the interns the opportunity to develop and enhance their clinical training with learning from experienced clinicians in the field.



Our didactic seminar series offers multiple topical seminars including but not limited to the following: Ethics for Community Mental Health, Trauma Focused Cognitive Behavioral Therapy, Parent-Child Interaction Therapy, a Forensic Assessment series, a Multicultural and Diversity series, and Diagnosis and Treatment of Attachment Disorders. In addition, topical seminars (e.g., Political and Social Advocacy, Group Psychotherapy, Expressive Therapy) are added to the schedule to accommodate the interns' specific needs and requests. Each intern is required to present a seminar on an evidenced based practice including a discussion involving how it is applicable to public sector mental health services.

JCIC consciously addresses issues of cultural diversity and interventions with minority clients in seminar presentations, in addition to addressing these issues as they arise during case conferences and supervision.

## **“Live” Supervision**

The interns will have the opportunity to experience “live” supervision during training sessions on Wednesday afternoons conducted by a Licensed Psychologist. Training is focused on the implementation of evidenced based practices, including Practicewise. This training occurs at an outpatient site where facilities include two observation rooms equipped with one-way mirrors and three rooms equipped with closed circuit television that permit observation and videotaping.

## **Treatment Planning**

Interns participate in treatment planning activities with the multi-disciplinary treatment teams at each of their placement sites to present case problems and relate their work to their theoretical orientation. Time is devoted to troubleshooting difficult clinical situations and discussing ethical issues as they relate to specific clientele.

## **Psychological Assessment**

The training program within Seven Counties Services' Specialized Child and Family Division includes a variety of opportunities to advance competency with psychological screening tools, provision of assessments, and completing full evaluations of children and adolescents. Interns have the opportunity to address not only targeted and rapid assessments for common diagnostic profiles such as attention-deficit and learning disability screening, but also more in-depth psychological evaluations to address developmental, socioemotional, and personality variables. Interns are encouraged to develop their skills with test selection and interpretation in light of clinical and diversity factors and to learn child-centered methods of test administration. Interns will also strengthen their writing of behavioral observations and mental status. Finally, interns also have the opportunity to fulfill a critical purpose of evaluations through feedback sessions with parents, caregivers, and typically the child themselves. Opportunities for therapeutic assessment are also available to interested interns.

Central State Hospital and KCPC provide extensive opportunity for well-supervised experience in the assessment of adults with complex mental disorders, most of which have forensic-driven referral questions. In addition, interns may also be called upon to complete rapid screening of violence risk and suicidal potential consistent with hospital screening procedures. Interns typically present findings in this regard to their unit treatment teams.

## **Case Conference**

Interns participate in a bi-weekly case presentation throughout the training year. Each intern will present a case conceptualization of a current client based on their evolving theoretical orientation. These meetings also include a focus on: theoretical approaches to change, diversity issues in the clinical setting, ethical issues, problem solving difficult cases, and psychological assessment.

## **Intern Meetings/Group Supervision**

Interns meet weekly with the Director and/or Assistant Director of Training in a group format. This time allows for biweekly case presentations and discussion of issues and sharing of ideas about the internship.

The consortium recognizes and respects individual differences in the therapeutic orientation and style of its interns. Interns are engaged in an active, ongoing process of exploration of their emerging professional identities and are encouraged to develop an outlook and intervention style that best meets the needs of their clientele. Ample opportunity is provided to consult formally and informally with the Director of Training, Assistant Director of Training, Director of Psychological Services at Central State Hospital, and with other mental health professionals in the JCIC organizations.

## **Journal Club**

JCIC interns participate in “Journal Club”, which is held once a month. This is a time for each intern and Director/Assistant Director of Training to review a recent article related to evidenced based practice and present the findings to the group. Time for discussion will allow for exploration of how the presented concepts may be directly relevant to the interns’ rotations and clinical work.

## **Optional Processing Group**

Each internship class is given the option of meeting monthly as a group with licensed psychologist, who is independent of JCIC, for a process group focused on professional growth and development. This group is confidential and only occurs if the entire intern cohort is interested in participating.

# Description of Consortium Components

Interns select one rotation that requires two days a week (core rotation) and two rotations which each require one day a week (elective rotations). Rotations typically last for the entire year, although some rotations are more conducive to a six month duration.

Core training experiences (two days a week) are provided in the following programs:

## 1. Outpatient Services:

- 1. Transitions/Family Connections:** outpatient programs in the Specialized Child and Family Division of Seven Counties Services that provide individual, family, group, psychiatric, intensive case management, and psycho-educational services to those that have perpetrated or experienced physical and/or sexual abuse, neglect or domestic violence. Children and adolescents who present with severe emotional disturbances are also treated in this unit. The interns work with victims, perpetrators, or both depending upon their training goals. The multi-disciplinary staff includes psychologists, social workers, marriage and family therapists, expressive therapists, a nurse practitioner and a board-certified psychiatrist. The interns are provided with training opportunities in individual, family, and group therapy, psychological assessment, and community consultation. The downtown center has rooms for one-way observation, videotaping, and/or live supervision. Opportunities for consultation with community agencies are also available.
- 2. Early Childhood:** An outpatient program specializing in working with young children (under 7) and their families. This rotation will include training in Parent Child Interaction Therapy (PCIT), Incredible Years, Child-Parent Psychotherapy, early childhood psychological testing to assess for ASD and other developmental disorders, as well as the opportunity to provide services in the office, school, and other community services. (Elective rotation Only)
- 3. Psychological Testing:** An outpatient program specializing in psychological testing of children, adolescents, and adults. Referral questions include ADHD, ASD, intellectual disabilities, prodromal psychosis, personality disorders, and mood disorders. Although all interns will complete a minimum of 5 psychological testing reports, interns that choose this rotation will do an addition 5 comprehensive assessments.
- 4. Immigrant & Refugee Track:** an outpatient program specializing in working with children and adolescent immigrant and refugee populations providing individual and family services. Training focuses on learning to effectively utilize interpreters, developing cultural competence and humility, collaborating with local refugee resettlement agencies and other community partners, and providing services in the office, home, school and other community settings. This rotation is supervised by a Licensed Psychologist who has 10 years of specialized training and treatment working in the immigrant and refugee community. This is a unique and unfolding opportunity to address many of the critical needs of this diverse and often underserved Louisville population.(Elective Rotation Only).

- 2. Kentucky Correctional Psychiatric Center (KCPC):** a correctionally-housed, inpatient forensic unit for adults charged with felony offenses who are referred by each of Kentucky's counties to evaluate their competency to stand trial as well as criminal responsibility. Intern's responsibilities include adjunctive and supportive assessment work for competency or criminal responsibility evaluators who are licensed psychologists. Responsibilities often include administration of a battery of tests to assess cognitive, intellectual, and emotional components. Due to the forensic nature of this unit, interns are also introduced to techniques and tools designed to assess symptom validity and the potential for cognitive/memory or psychiatric malingering. This rotation is assessment focused and allows interns to develop their dictation and report writing skills. It also allows for the opportunity to observe psychologist's testimony and learn about psycho-legal issues. Interns are required to present a multi-

disciplinary case conceptualization and testing review on this rotation of a patient they have evaluated during the year. Staff in attendance include correctional officers, social workers, nursing staff, forensic psychiatrists, and members of the leadership team. This is typically done in the spring of the internship year. Opportunities are also provided to observe forensic evaluators, one of whom is a ABPP diplomat in forensic psychology.

- 3. Central State Hospital:** One of three publicly funded adult psychiatric facilities operated by the Commonwealth of Kentucky. The hospital serves 15 counties in the central region of Kentucky and is licensed for 196 patients. Across the units, interns receive training and experience in supportive group therapies, psychological screening and assessment, behavior modification, and milieu therapy. Interns may opt to experience either one or both of the different rotations over the course of the year. Direct observation and didactic interactions are used in the weekly hour-long supervision of the intern by a licensed psychologist.
- 4. Bellewood & Brooklawn:** Residential Treatment Program for youth which has 15 family-style cottages with a total of 160 beds that serve 6-18 year olds. Youth in this program are victims of extreme abuse and neglect, and many suffer from attachment-related issues with difficulty connecting to others and managing their own emotions. All of these children have experienced repeated abandonment and isolation, feel uncared for and that they cannot depend on others as the world is a dangerous and frightening place. Most have experienced an average of 20 unsuccessful out-of-home placements, worsening the disruption in their lives. Interns would carry a primary caseload, conducting individual, family, and group therapy. Therapists also consult with milieu staff in assisting implementing trauma-informed principles in the everyday treatment of the youth.