

Field Experience Requirements – Walden University MS CMHC Program

Practicum (11 weeks, 30 Nov 2020 – 14 Feb 2021)

- 100 hours total (9.5 hours per week*)
 - 40 hours of direct service with actual clients (4 hours per week*)
 - 21+ hours devoted to individual client counseling (2 hours per week*)
 - Remaining hours can include couples, family, or group counseling
 - 60 hours of indirect service (5.5 hours per week*)
 - Case notes, training, meetings, research, observation
- 15 hours of group supervision from faculty supervisor
 - Scheduled weekly through Walden
 - Must attend via video and telephone
 - All group supervision conference calls are **mandatory**
- 11 hours of onsite individual or triadic supervision
 - Must occur weekly (1 continuous hour per week)
 - Must be performed by approved site supervisor
- Two full length client session recordings and transcriptions
 - Informed consent must be completed for all recordings

Internship (22 weeks, 1 Mar 2021 – 15 Aug 2021)**

- 600 hours total over two 11-week quarters (28 hours per week*)
 - 240 hours of direct service with actual clients (11 hours per week*)
 - 121+ hours devoted to individual client counseling (5.5 hours per week*)
 - 10+ hours devoted to facilitating group counseling (over the 2 quarters)
 - Remaining hours can include couples, family, or group counseling
 - 360 hours of indirect service (17 hours per week*)
 - Case notes, training, meetings, research, observation
- 30 hours of group supervision from faculty supervisor
 - Split equally between two quarters
 - Minimum of 15 hours per quarter
 - Must attend via video and telephone
 - All group supervision conference calls are **mandatory**
- 22 hours of onsite individual or triadic supervision
 - Must occur weekly (1 continuous hour per week)
 - Must be performed by approved site supervisor
- Four full length client session recording and transcriptions (2 per quarter)
 - Informed consent must be completed for all recordings

[Notes]

- **CACREP requires full participation EVERY WEEK of enrolled field experience**
- **Must obtain Professional liability insurance prior to beginning field experience**
 - Coverage limits of at least \$1 million per incident and \$3 million aggregate
- Faculty Supervision Contract must be submitted to participate in faculty group supervision
- Home-based and off-site counseling may be approved with direct supervision required
 - Cannot account for more than 50% of required direct counseling hours
 - Cannot be conducted in open public settings (e.g., libraries, restaurants)
- *Weekly totals are overestimated to ensure completion of hourly requirements
- **There is a two-week break between classes from 17 May-30 May 2021
 - Supervision can continue during this time-period as necessary

Site Supervisor Requirements

- Must be employed by the field site (i.e. full-time, part-time, contractor etc.)
- Have a minimum of a master's degree (preferably in counseling or related profession)
- Have a minimum of two years of pertinent, post-masters professional experience in the program area in which the student is enrolled
- Have all relevant certifications and/or licenses in the state, district, or province where the student is completing field experience
- Have relevant training in counseling supervision and hold all required supervisory credentials as determined by the state
- Have knowledge of the program's expectations, requirements, and evaluation procedures for students
- Accepted Licenses
 - Licensed Professional Counselor (LPC)
 - Licensed Mental Health Counselor (LMHC)
 - Licensed Clinical Social Worker (LSCW)
 - Licensed Marriage and Family Therapist (LMFT)
 - Licensed Clinical or Counseling Psychologist

Site Supervisor Responsibilities

- **Must** provide a mentoring relationship
- **Must** assist student with application details
- **Must** agree to and sign supervision contract
- **Must** complete site supervisor orientation training
- **Must** correspond with university instructor as needed
- **Must** attended mid-quarter teleconference "site visit"
- **Must** review audio/video recordings and transcripts and provide feedback
- **Must** provide at least 1 continuous hour of individual or triadic supervision each week
- **Must** remain on site at all times or assign a site-approved designee who meets all supervision requirements
- **Must** complete student evaluations by designated deadlines and assist student with program documentation

[Notes]

- **Students are not allowed to pay the site supervisor for supervision**
- **Site supervisors will NOT receive payment for supervision from the student or the university**
- All onboarding requirements must be completed no less than 2 weeks prior to start date
- Site supervisor will use Walden's Meditrek on-line interface to complete student evaluations

[Links]

- Walden Field Experience Manual:
 - https://awakeningintolife.com/documents/walden_fe_manual.pdf
- Walden Site Supervisor Guide:
 - https://awakeningintolife.com/documents/walden_ss_guide.pdf

[Contact]

- Walden University, School of Counseling – Office of Field Experience (SOC-OFE)
 - Email counselingfield@mail.waldenu.edu
 - Call 612-312-1333