
School of Psychology



Clinical Psychology Postgraduate Degrees Manual (*Rule c entry pathway*) 2024

Version 1.1: Feb 2024



Master of Psychology

(Clinical)

&

Doctor of Philosophy

(Clinical Psychology)

Course Manual 2024

Postgraduate Clinical Psychology Program

School of Psychology

University of New England

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Welcome to the UNE Clinical Psychology Program, 2024

Psychology at UNE was founded in 1938 and is the third oldest Psychology department in Australia. Sixty years after its inception, and in response to a changing professional scene, the Postgraduate Clinical Psychology Program was inaugurated in 1998. All our courses are fully accredited with the Australian Psychology Accreditation Council (APAC). The rule c entry pathway to the Master of Psychology (Clinical) was offered for the first time in 2019 and we are delighted to welcome you to the program via this entry pathway for Registered Psychologists.

Consistent with the UNE Strategic Priorities, our Program is regionally based but globally connected through the international research collaborations of our academic staff. It is also renowned for the quality of student experience, which involves a formative on-campus component complimented by off-campus and distance education learning. Our aim is to be relevant to local communities by focusing on rural practice, serving them through our Clinic, and training quality practitioners.

The Clinical Psychology courses have three interrelated components: coursework, practicum, and applied research. This Manual has been compiled as an overview and reference guide to these components, and the requirements and rules of the UNE Postgraduate Clinical Psychology Program. I trust it will provide a roadmap for what lies ahead.

The journey to becoming a clinical psychologist is exciting, challenging and rewarding. On behalf of the Clinical staff at UNE, I welcome you and look forward to sharing the experience with you.

A/Prof Clara Murray & Dr Amanda Jefferys
Directors of the Clinical Psychology Program

February 2024

General Information

The Clinical Psychology Advanced Entry Program at the University of New England

This Course Manual describes the Clinical Psychology Program at the University of New England (UNE). There are two clinical psychology degrees offered within the School of Psychology, which share some overlapping content. One is the Master of Psychology (Clinical) degree [MPsych(Clin)] which prepares students for entry into the profession of clinical psychology. The other is the Doctor of Philosophy (Clinical Psychology) degree [PhD(ClinPsych)] which combines the MPsych(Clin) content with a traditional PhD degree.

The MPsych(Clin) is the standard professional training course for candidates who want to practice as a clinical psychologist. The PhD(ClinPsych) degree is for candidates who wish to combine clinical practice with high-level research that can lead to a career in research or teaching. Both degrees meet the accreditation standards of the Australian Psychology Accreditation Council (APAC), the Psychology Board of Australia (PsyBA) and the Australian Psychological Society (APS) College of Clinical Psychologists. Completion of either degree, and subsequent supervised registrar training satisfies the requirements for endorsement as a Clinical Psychologist with the PsyBA.

The MPsych(Clin) degree is normally completed in two years of full-time (FT) study or up to five years of part-time (PT) study. The PhD(ClinPsych) program comprises of requirements normally completed in four years of FT study. The first year of the PhD(ClinPsych) degree is identical to the MPsych(Clin) degree.





The Clinical Psychology Program at UNE is based on the scientist-practitioner model, which emphasises the use of evidence-based approaches to assessment and intervention in areas such as mental health, wellbeing, and physical and cognitive functioning. The program has three interrelated components: coursework (60%), placements (35%), and research (5%). The objective of these components is to provide graduates with the knowledge and skills necessary for the practice of clinical psychology. The aim is to provide an education in the most recent evidence-based theories and methods of practice, and to equip graduates with the skills which are necessary to practice as a clinical psychologist in a variety of settings. Attention is drawn to the Australian Psychology Accreditation Council (APAC) website for the most recently approved [accreditation standards](#).







Staff Associated with the Clinical Psychology Program

Direct Staff




Staff members who provide extensive teaching, and clinical and research supervision, or who are directly associated with the UNE Clinical Psychology program, are listed below.

Academic Staff




	<p>Dr Clara Murray Associate Professor in Clinical Psychology Deputy Head of School Director, Clinical Psychology Program</p> <p>Phone: +61 2 6773 1793 Email: cmurra30@une.edu.au</p>
	<p>Dr Amanda Jefferys Acting Director, Clinical Psychology Program Course Coordinator, Clinical Psychology Program Senior Lecturer in Clinical Psychology</p> <p>Phone: +61 2 6773 4047 Email: Amanda.Jefferys@une.edu.au</p>
	<p>Dr Hayley Farrell Course Coordinator, Professional Psychology Program Lecturer in Clinical Psychology</p> <p>Email: Hayley.Farrell@une.edu.au</p>
	<p>Dr Warren Bartik Associate Professor in Clinical Psychology</p> <p>Phone: +61 2 6773 3743 Email: wbartik@une.edu.au</p>

	<p>Dr Amy Lykins Associate Professor in Clinical Psychology</p> <p>Phone: +61 2 6773 5014 Email: alykins@une.edu.au</p>
	<p>Dr Phillip Tully Associate Professor in Clinical Psychology</p> <p>Phone: +61 2 6773 5028 Email: ptully2@une.edu.au</p>
	<p>Dr Cassandra Sundaraja Lecturer in Clinical Psychology</p> <p>Phone: +61 2 6773 5165 Email: csundar2@une.edu.au</p>
	<p>Henri Dohnt Lecturer in Clinical Psychology (parental leave; returning T2, 2024)</p> <p>Email: hdohnt2@une.edu.au</p>
	<p>Ryan Davies Lecturer in Clinical Psychology</p> <p>Email: rdavie36@une.edu.au</p>
	<p>Tommy Janovsky Lecturer in Clinical Psychology</p> <p>Email: tjanovs3@une.edu.au</p>

Placement Coordination Team

	<p>Dr Daiva Newby Director, UNE Psychology Clinic</p> <p>Phone: +61 2 6773 4047 Email: daiva.newby@une.edu.au</p>
	<p>Ms Alice Hone Clinical Psychology Placement Supervisor, UNE Psychology Clinic</p> <p>Email: ahone3@une.edu.au</p>
	<p>Ms Anna Helder Clinical Psychology Placement Supervisor, UNE Psychology Clinic</p> <p>Email: ahelder@une.edu.au</p>

Administrative staff.

	<p>Ms Erin Rodgers Practice Manager, UNE Psychology Clinic</p> <p>Phone: +61 2 6773 5462 Email: elove3@une.edu.au</p> <p>Clinic Phone: (02) 6773 2545 Clinic E-mail: psychology.clinic@une.edu.au</p>
	<p>Tania Robb Clinical Placement Officer</p> <p>Phone: +61 2 6773 3680 Email: psych-placements@une.edu.au</p> <p>Clinic Phone: (02) 6773 2545</p>
	<p>Briony Milne Project Officer (Selection) Office Hours: 2:00pm – 5:30pm Monday to Friday</p> <p>Email: Psych-admissions@une.edu.au</p>
	<p>School of Psychology – Administration Team Jenny Noble & Shannan Marshall School of Psychology Faculty of Medicine and Health</p> <p>Phone: +61 2 6773 5031 Email: psych-aa@une.edu.au</p>

Adjunct and Casual Clinical Lecturers

In addition to the University staff, a number of clinicians who work in positions outside the University also contribute to teaching and field supervision. For a full list of Adjunct staff, please see the following webpage.

<https://www.une.edu.au/about-une/faculty-of-medicine-and-health/school-of-psychology/psychology-people>

Overview of MPsych(Clin) Degree

The University regulations pertaining to the MPsych(Clin) appear in the [UNE Course Handbook](#).

All coursework units (PSYC503-516, PSYC525, PSYC526, PSYC528 & PSYC529) are graded. The practicum units (PSYC513, PSYC534, & PSYC535) are assessed as satisfied requirements or fail. For the award of the degree, a minimum pass grade must be achieved for all requirements in all units. This is a condition of accreditation by the Australian Psychology Accreditation Council.

The MPsych(Clin) involves successful completion of the following 96 credit points of study:

First Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
PSYC503	Adult Psychological Disorders	T1, Intensive School and online	6
PSYC504	Psychological Interventions with Adults	T1, Intensive School and online	6
PSYC505	Clinical Psychological Assessment	T1, Intensive School and online	6
PSYC506	Counselling Skills and Professional Practice	T1, Intensive School and online	6
PSYC507	Clinical Child and Adolescent Psychology	T2, Intensive School and online	6
PSYC516	Applied Clinical Research	T2, Intensive School and online	6
PSYC514	Clinical Psychology Placement I	T2, External	12
Second Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
PSYC528	Advanced Assessment and Intervention (I) - Adults	T1, Intensive School and online	6
PSYC534*	Clinical Psychology Placement II*	T1, External	12
PSYC526	Advanced Topics in Clinical Psychology	T1, Intensive School and online	6
PSYC535	Clinical Psychology Placement III	T2, External	12
PSYC529	Advanced Assessment and Intervention (II) – Children and Adolescents	T2, Intensive School and online	6
PSYC525	Health Psychology, Rehabilitation and Older Adults	T2, Intensive School and online	6

* Candidates entering the MPsych(Clin) via Rule C receive advanced standing for one placement (PSYC534) on the basis of holding General Registration, which demonstrates prior attainment of APAC Level 3 competencies. T1 = Trimester 1; T2 = Trimester 2.

Unit Descriptions

A description of the above units can be found in the [UNE Course Handbook](#). Details of all unit requirements are provided on the relevant myLearn site.

Overview of the PhD(ClinPsych) Degree

The University regulations pertaining to the PhD(ClinPsych) degree appear in the [UNE Course Handbook](#). The PhD(ClinPsych) involves successful completion of the following 192 credit points of study:

First Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
PSYC503	Adult Psychological Disorders	T1, Online	6
PSYC504	Psychological Interventions with Adults	T1, Online	6
PSYC505	Clinical Psychological Assessment	T1, Online	6
PSYC506	Counselling Skills and Professional Practice	T1, Online	6
PSYC507	Clinical Child and Adolescent Psychology	T2, Intensive School and online	6
PSYC512	Applied Clinical Research	T2, Intensive School and online	6
PSYC514	Clinical Psychology Placement I	T2, External	12
Second Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
	PhD Thesis	Year Long	30
PSYC526	Advanced Topics in Clinical Psychology	T1, Intensive School and online	6
PSYC528	Advanced Assessment & Intervention I - Adults	T1, Intensive School & online	6
PSYC525	Psychology, Rehabilitation & Older Adults	T2, Intensive School and online	6
	Confirmation of Candidature	By end T2	Hurdle Requirement
Third Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
	PhD Thesis	Year Long	30
PSYC523/534*	Clinical Psychology Placement II * (Advanced Standing granted for Rule C only)	T1, External	12
PSYC529	Advanced Assessment & Intervention II – Children & Adolescents	T2, Intensive School and online	6
Fourth Year – Full-time			
Unit Number	Unit Name	Offering	Credit Points
	PhD Thesis	Year Long	36
PSYC524/535	Clinical Psychology Placement III	T2, External	12

* Candidates entering the MPsych(Clin) via Rule C receive advanced standing for one placement (PSYC523/534a) on the basis of holding General Registration, which demonstrates prior attainment of APAC Level 3 competencies.

Award of the PhD(ClinPsych) degree is contingent upon satisfactory completion of all PSYC500 units and the thesis. All coursework units (PSYC503-516, PSYC525 & PSYC526), PSYC528 & PSYC529) are graded. The practicum units (PSYC514, 534, & 535) are assessed as satisfied requirements or fail. The degree is not graded. On successful completion of the PhD(ClinPsych) graduates are eligible for General Registration as a Psychologist with the Psychology Board of Australia. On successful completion of an 18-month registrar program, graduates are eligible for Area of Practice Endorsement in Clinical Psychology.

Progression

To pass from Year 1 to Year 2 of the PhD (ClinPsych) students must pass all units and receive a grade of Distinction or above for the coursework components of study. To pass from Year 2 to Year 3, students must receive a Distinction grade for PSYC525, PSYC526 and PSYC528 and must successfully complete their Confirmation of Candidature in the PhD. To pass from Year 3 to Year 4, students must receive a Distinction grade for PSYC529.

PhD Thesis

The requirements for the PhD(ClinPsych) thesis are the same as for a PhD degree, except that the research is to have direct relevance to the field of clinical psychology. Further, the thesis report (or publications) must make a significant, substantial and original contribution to knowledge.

Transferring from the MPsych(Clin) to the PhD(ClinPsych)

Students wishing to transfer from the MPsych(Clin) to the PhD(ClinPsych) degree must submit, in writing, a request for change of enrolment to the Director of the Clinical Psychology Program after completion of the First Year, Trimester 1, MPsych(Clin) units. Permission to transfer will be granted to students who: (1) achieve an average grade of Distinction or above for the First Year coursework units; (2) successfully complete PSYC514; (3) have the support of a research supervisor to develop a PhD proposal; and (4) proceed to develop a research proposal that is accepted by the Clinical Psychology Higher Degree Research Panel. Following approval student will have to apply for candidature in the PhD via [Research Services](#).

The Clinical Psychology Higher Degree Research Panel will consist of the student's supervisor, two members of the clinical psychology teaching staff, and the Coordinator of the Clinical Psychology Program. If a member of this panel is not available to provide a timely assessment of the proposal, their place may be taken by another member of the clinical psychology teaching team. The student will need to submit their extended research proposal to this panel to gain final approval to proceed to enrol in the PhD. This will typically take place prior to the end of the First Year of study.

All information pertaining to Higher Degree Research at UNE can be found at the following site: <https://www.une.edu.au/research/hdr>.

Transferring To and From Part-Time Study

All part-time students are considered half time (i.e., students are not permitted to enrol on any other proportional basis). Students can apply in writing to the Director of the Clinical Psychology Program to change their enrolment from full-time to part-time (or later, from part-time to full-time) from the Second Year of study. Part-time enrolment is determined on an individual basis in consultation with the Director of the Clinical Psychology Program. Part-time students **must** gain the approval of the Director of Clinical Psychology Program for the proposed scheduling of units. Further, part-time students will be expected to make continuous progress on their research throughout their enrolment (i.e., they will be required to submit six-monthly progress reports that are generated from the Higher Degree Research (HDR) Unit.

First and Second Year Schedule 2024

The Principal Dates for all UNE activities in 2024 can be found at the following site:

<http://www.une.edu.au/about-une/principal-dates>. Below is an overview of key activities for First and Second Year students studying in full-time mode in 2024. Second year dates in 2024 are provided in order to give an indication of the activities and requirements of the second year units. Specific dates for these units in 2025 will be subject to change.

Course Dates for First Year Students	Course Dates for Second Year Students
Trimester 1	
Six weeks of lectures during weeks beginning: <ol style="list-style-type: none"> 1. 26 February 2. 4 March 3. 11 March 4. 18 March 5. 25 March 6. 1 April 	PSYC534 Placement – commences 26 February PSYC526 Online learning – commences 26 Feb PSYC528 Online Learning – commences 26 Feb
Mid-Trimester Break 8 April – 19 April (EASTER 29 March-1st April) PSYC503/PSYC504 Online Intensive School – 11-12 April PSYC505 Online Intensive School – 9-10 April PSYC506 Online Intensive School – 18-19 April	
	PSYC526 Online Intensive School 10-12 April (inclusive) PSYC528 Online Intensive School 15-16 April (inclusive)
Five weeks of lectures during weeks beginning: <ol style="list-style-type: none"> 7. 22 April note Tue 25 ANZAC DAY 8. 29 April 9. 6 May 10. 13 May 11. 20 May 	PSYC534 Placement PSYC526 Online learning ends – 24 May PSYC528 Online learning ends – 24 May
Exam Period 27 May – 2 June	
Trimester 2	
PSYC507 Intensive School 19 – 22 June PSYC507 and PSYC16 commence online – 24 June PSYC514 Placement I commences – 24 June PSYC516 Intensive School 6 – 8 August	PSYC535 Placement III – commences 24 June PSYC525 Online learning – commences 24 June PSYC529 Online learning commences 24 June
Mid-trimester Break 7 – 18 August	PSYC525 Intensive School 14-16 August PSYC525 Online learning ends – 27 September PSYC529 Intensive School 7 - 9 August PSYC529 Online learning ends – 27 September
Trimester 3	
PhD (ClinPsych) Proposals due - October	

Policies Relating to the Clinical Psychology Program

Attendance

Attendance at Online Intensive Schools is mandatory. As per the University's policy regarding Mandatory Intensive Schools, failure to attend the entire Intensive School for a given unit will result in the student being withdrawn from the unit. If the Intensive School occurs after the census date, the student will be withdrawn without academic penalty (but will still have a HECS liability). As per the [Course Rules](#), **failure of any unit shall result in termination of candidature.**

Mandatory Documentation

Mandatory Documentation is an essential requirement to maintain your candidature and your ability to commence placements. **All mandatory documentation for commencing students is to be submitted prior to Trimester 1 Census Day** (www.une.edu.au/about-une/principal-dates), thus students are urged to address these requirements promptly.

Students are responsible for ensuring that **mandatory documentation is valid for the duration of candidature**. We advise students to take note of when documentation is approaching expiry to prompt renewal. All mandatory documentation is to be submitted to the Placement Coordination Team via InPlace as outlined on the Postgraduate Psychology Community myLearn site..

If mandatory documentation is not submitted by this time, or if mandatory documentation lapses throughout candidature, students risk losing candidature and may be requested to undertake a **Show Cause** proceeding to demonstrate why they should remain in the course.

(A **Show Cause** is a notice issued to students who are not currently meeting the course progression requirement for their degree).

Mandatory documents are as follows:

1. AHPRA Provisional Registration (renew each year)
2. Working with Children Check (valid for 5 years)
3. National Police Check (valid for 5 years)
4. Signed [Confidentiality Agreement](#) (no renewal required)
5. Signed [Student Declaration](#) (no renewal required)
6. Evidence of COVID-19 Vaccination or Exemption (may need to be renewed in accordance with NSW Health requirements)

Assignments

Submission

All written work should be e-submitted via the myLearn site for the relevant unit. All written work must also comply with APA format as detailed in the APA Publication Manual (7th edition Professional Style). Typing should be in a 12-point font size throughout, double-spaced and with at least 2.54 cm margins all round. All pages are to be numbered. The word count must be specified on the title page. The word count applies to the text of the assignment and includes all material except the title page and references. The School's policies regarding specified word limits can be accessed through myLearn.

Extensions and late submission

Only the Unit Coordinator may grant extensions for an assessment. An application for an extension must be made *prior* to the due date of submission and must be accompanied with a medical certificate and/or statutory declaration outlining the circumstances leading to the requirements for an extension. Unit Co-ordinators may grant up to 30 days extension on assessments, however, an extension cannot be granted beyond the end of the examination period. Thereafter, students must apply for a Special Extension of Time (SET) through the Student Centre via AskUNE. Extensions will only be granted in accordance with the [UNE Assessment Policy](#). Please note that applications for extensions of time must be made with accompanying supporting documentation. Extensions will not be granted due to: (a) the demands of other assignments due on or about the due date or other study-related commitments; (b) failure of computer, Internet, or other Information Communication Technology (ICT) unless publicly documented (ICT failure at the UNE server is treated at a global unit level by the School); or (c) foreseeable work commitments or other foreseeable circumstances.

A Unit Coordinator is under no obligation to accept late work if prior approval for late submission has not been sought and granted before the due date. However, if unapproved late work is accepted, it will subject to a late penalty:

Late assignments will attract a penalty of 5% per day which is deducted from the maximum possible assignment mark, with a maximum of 10 days (50%). Thereafter, a late assignment will be recorded as having been received for the purposes of completion, but attract a zero mark. Please note that late assignments are likely to be returned with a significantly reduced amount of feedback. Information about late penalties can be found in clause (18) of the [University's Assessment Policy](#).

No penalty will be applied when an extension has been granted, provided the extended due date is not exceeded.

Please note that assignments are required to be submitted via the relevant Unit myLearn site by the assignment due date. The timely submission of assignments is the responsibility of the student. Therefore any assignments which are submitted late due to technological difficulties that the student has encountered will be penalised unless additional extenuating circumstances apply. Students are therefore encouraged to ensure they are fully familiar with the online submission portal prior to the

assignment due date and also to allow plenty of time to upload the assignment prior to the deadline for submission.

Plagiarism and Academic Integrity

Prior to submitting any written work students must read the University's [Student Academic and Integrity Policy](#) and students are required to complete the Academic Integrity Module through myLearn prior to submission of Unit assessments.

Credit for Previous Experience

Coursework

Students may be given credit for coursework that is directly equivalent to coursework in a specific Unit in the current program and has been completed in an APAC accredited program at *pass* level within the preceding five years. Students who wish to apply for advanced standing should do so through AskUNE.

Practicum

Students will receive advanced standing for PSYC523 on the basis of prior attainment of APAC Level 3 competencies through obtaining General Registration. No credit will be given for any other previous placement or clinical experience.

Research (PhD Clin Psych)

No credit will be given for any previous higher degree research experience as the research component is integrated into the total program and has a specific focus on research in the area of clinical psychology.

Course Evaluation

Student evaluation of the Clinical Psychology Program will be carried out in two ways: (a) UNE Student Evaluations of Teaching of coursework units, which is undertaken via online survey by the Corporate Intelligence Unit; and, (b) evaluation of placement experiences, which is described later in this Manual and in the Placement Handbook. Student evaluation of the program is considered an important source of information and is the main vehicle for improving the program. Student feedback to Unit Coordinators, or the Director of the Clinical Psychology Program, is welcome at any stage. Any complaints about a unit should be directed to the Unit Coordinator in the first instance.

Course Advisory Board

The program has a Course Advisory Board (CAB) that meets twice yearly, in approximately May and October. The CAB provides advice to the program staff. The CAB consists of staff, student representatives from each year, local professionals, members of related organisations, and external field supervisors.

Documentation of Training

Electronic copies of documentation relating to each student's training will be kept on file for 10 years following course completion. File documents will include (but are not limited to):

- Application for candidature
- Letters of offer and acceptance
- Curriculum Vitae
- Provisional Registration certificate
- Letters of Clearance (National Police Certificate and Working with Children Check)
- Letters to scholarship funding bodies confirming enrolment
- Confidentiality agreement
- Student Declaration
- Adult Vaccination Record showing completed specified immunisations
- All placement Supervision Forms and mid- and end-placement evaluation forms
- Log Book of placement experience
- For PhD (ClinPsych) research proposal and approval to proceed
 - Approved ethics application and notification
 - Research progress report at 6-month intervals
- Correspondence relating to progression and activity within the Program
- Information provided to the Australian Health Practitioner Regulation Agency (AHPRA) with reference to Provisional Registration with the Psychology Board of Australia (PsyBA) and course completion

Internet Access and Email Communication

Students completing the MPsych(Clin) and PhD(ClinPsych) degrees are required to have internet access throughout their period of enrolment and to regularly check their email account and Moodle. All course related announcements and unit information will be communicated via email and it is students' responsibility to ensure that they are aware of this information. Students will not be granted any extensions or special consideration due to failure to be aware of any key course information posted on unit myLearn sites or sent via email, such as teaching-related information or assignment due dates.

Facilities and Assistance for Clinical Psychology Students

Facilities

Library

In addition to the collection in Dixon Library, MPsych (Clin) students are entitled to four free inter-library loans during their candidature. Psychology also has a well-equipped Test Library and a collection of books, treatment manuals and DVDs located in the Clinic.

Assistance

Technical

Technical support is available in the first instance from the IT Service Desk, which can be contacted in the following ways:

Telephone: +61 (2) 6773 5000 or toll-free 1800 763 040

Email: servicedesk@une.edu.au

In person: Dixon Library Service Desk, Ground floor Dixon Library (C31)

Methodological and Statistical

Specialist advice can be sought from several staff members in Psychology. There is also a range of statistical software on PCs (MS Windows), Macintosh, and mainframe computers.

Funding support

All students

Under the Australian [Research Training Program \(RTP\)](#) Australian students transferring to the PhD(ClinPsych) at the end of the first year of the MPsych(Clin) receive exemption from fees for second to fourth years.

Students in the MPsych(Clin) may also be eligible for [Youth Allowance](#), [Austudy](#) or [Abstudy](#).

Students who transfer to the PhD(ClinPsych) may be able to obtain a [Research Training Program \(RTP\)](#) scholarship. Research and travel funding support is also available from the Faculty of Medicine and Health within which the School of Psychology is situated. Application for an award of funding should be in accordance with the Faculty Higher Degree Research (HDR) Funding Policy and Procedure.

Indigenous students

In addition to the above scholarships, Indigenous students may also apply for additional scholarships that provide funding up to \$15,000 per year:

UNE Indigenous Master of Psychology Scholarship

[Indigenous Postgraduate Professional Psychology Scholarship - University of New England \(UNE\)](#)

[Puggy Hunter Memorial Scholarship](#) and [Australian Psychological Society Bendi Lango Bursary](#)

Australian Psychological Society (APS) Prizes

[ATSIPP Indigenous Student Conference Attendance Award](#)

The purpose of the ATSIPP Interest Group Indigenous Student Conference Attendance Award is to provide Indigenous students with a positive experience of the psychology profession through a conference format. The award provides up to \$1200 to attend the Annual APS Conference.

[The Award for Excellence in PhD Thesis](#)

This \$1000 award by the APS is to encourage and reward outstanding research in psychology.

[APS College of Clinical Psychologists Students Prize](#)

This prize is awarded to a final-year postgraduate clinical psychology student who demonstrates high levels of clinical skill and the ability to design and conduct clinically relevant research. Self-nominations for the UNE recipient are called for in December. The name of the successful nominee is placed on the Honour Board outside of the Paul Barratt Lecture Theatre.

Professional Behaviour and Expectations

Students must behave in accordance with the Australian Psychological Society Code of Ethics and the [UNE Student Behavioural Misconduct Rules](#). As the aim of the Clinical Program is to prepare students for work in the field, professional conduct and respectful behaviour is required at all times. In accordance with the APAC accreditation standards, students will not be permitted to continue in or graduate from the program if professionalism has not been demonstrated. To assist students to meet the requirements of professionalism, conduct will be monitored throughout the period of candidature. Reports of breaches of ethical conduct or behavioural misconduct will be managed according to the University's rules and guidelines.

It is a course requirement that all students must hold General Registration as a Psychologist with the Psychology Board of Australia during the whole of their candidature on the Master of Psychology (Clinical) and Doctor of Philosophy (Clinical Psychology). As such, students must comply with the Health Practitioner Regulation National Law as a "registered health practitioner", including the mandatory notification provisions within Section 140 of the National Law in relation to notifiable conduct. For further information please refer to the guidance provided by the Psychology Board of Australia:

<https://www.psychologyboard.gov.au/Standards-and-Guidelines/Codes-Guidelines-Policies/Guidelines-for-mandatory-notifications.aspx>).

Confidentiality

During the course of this degree, sensitive and confidential material and issues will be raised. This may include the descriptions of (anonymised) client difficulties within teaching and clinical videos, or matters relating to fellow students during discussion or reflective exercises. The protection of clients' or peers' confidentiality applies to all clinical teaching and related materials, as well as discussion, clinical skills training and practice sessions.

You will therefore be asked to sign a confidentiality agreement prior to commencing the MPSYCAE which states that you agree to treat with complete confidence any case information or personal material you encounter during lectures, class discussions and practical sessions, either within formal class times or within skills practice sessions. You will also be required to declare that course materials will not be shared with individuals who are not enrolled in the program. The ability to observe confidentiality is considered integral to being an ethical and effective psychologist and adhering to the APS code of ethics. As described below, this forms part of students' mandatory documentation and is to be submitted to the Placement Coordination Team.

Withdrawal of Candidature and Mechanism for Appeal

A student's candidature in the Clinical Psychology Program will be withdrawn under the following circumstances:

- Receipt of a Fail grade in any unit of study: coursework, research or practicum
- Refusal to accept, or withdrawal from, an approved placement.

Students whose candidature has been withdrawn may appeal in accordance with the relevant UNE policy.

Coursework

First Year Units

Detailed outlines of all units will be provided in Unit Guides and on the related unit Moodle sites. Assessment of each unit will be undertaken in a variety of ways including written assignments, student presentations, competency-based assessment tasks and written examinations. Each unit will have assessment tasks to the equivalence of 7,500 words. Students are expected to spend a minimum of 150 hours on each 6-credit point unit. Students are also expected to purchase prescribed texts.

PSYC503 Adult Psychological Disorders

Coordinator(s)	Assoc Prof Amy Lykins (alykins@une.edu.au)
Unit Description	The aim of this unit is to provide an account of the clinical presentation, classification, development, and consequences for the common adult psychological disorders. The unit examines major diagnostic systems and diagnostic criteria, including the Diagnostic and Statistical Manual of Mental Disorders (DSM-5-TR). This unit teaches students about the biopsychosocial approach to constructing a case conceptualisation for adult clients presenting with mental health issues.
Prescribed Material Mandatory	<p>Text(s): The Handbook of Adult Clinical Psychology: An Evidence-based Practice Approach (2nd Edition) ISBN: 9781138806306 Carr, A. and McNulty, M., Routledge 2016</p> <p>Note: Limited access to this text is available via ebook from UNE Library.</p>

PSYC504 Psychological Interventions with Adults

Coordinator(s)	Dr Cassandra Sundaraja (csundar2@une.edu.au)
Unit Description	This unit provides an introduction to psychological interventions employed in the most common adult mental health problems. The main focus is on evidence-based approaches such as cognitive-behaviour therapy, including a variety of specific clinical skills. The empirical literature related to the treatment of these disorders will also be examined.
Recommended Material Optional	<p>Text(s): Clinical Handbook of Psychological Disorders: A Step-By-Step Treatment Manual ISBN: 9781462513260 Barlow, D.H. (ed), Guilford Publications 5th ed. 2014</p> <p>Note: Text can be accessed online in ebook format from UNE Library</p>

PSYC505 Clinical Psychological Assessment

Coordinator(s)	Dr Clara Murray (cmurra30@une.edu.au)
Unit Description	This unit provides students with the knowledge and skills necessary to systematically assess, measure and/or evaluate a variety of psychological issues presenting in adulthood. Students are introduced to the theoretical, conceptual and practical aspects of assessment, and are exposed to a range of assessment strategies, including interviewing, observation and psychological testing.
Prescribed Material Mandatory	<p>Text(s):</p> <p>1. Handbook of Psychological Assessment ISBN: 9781118960646 Groth-Marnat, G. & Jordan Wright, A., Wiley 6th ed. 2016</p> <p>2. Psychological Testing and Assessment: An Introduction to Tests & Measurement ISBN: 9781259870507 Cohen, R. J. & Swerdlik, M. E. 10th Edition.</p>

PSYC506 Counselling Skills and Professional Practice

Coordinator(s)	Dr Amanda Jefferys (ajeffer5@une.edu.au)
Unit Description	This unit is comprised of four parts. The first part of the unit covers topics relating to ethical and professional practice issues in psychological practice. The second part of the unit involves understanding the non-specific factors of psychotherapy and key communication and counselling skills required of a beginning therapist. The third part of the unit is focused on learning how to conduct an initial psychological interview, a cognitive-behavioural analysis of the presenting problem, a risk assessment, and a mental state exam whilst utilising key counselling skills. Finally, students will be introduced to the core competencies of cognitive-behavioural therapy (excluding those related to intervention).
Prescribed Material Mandatory	<p>Text(s): Clinical Interviewing ISBN: 9781119215585 Sommers-Flanagan, J. and Sommers-Flanagan, R., Wiley 6th ed. 2016</p>

PSYC507 Clinical Child and Adolescent Psychology

Coordinator(s)	Dr Cassandra Sundaraja (csundar2@une.edu.au)
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Unit Description	This unit provides students with the knowledge and skills necessary to conduct assessment and implement interventions for the most common psychological problems which occur in childhood and adolescence. The main focus is on evidence-based treatments for working with children, adolescents and their parents and teachers. Evidence concerning the effectiveness of interventions is examined.
Prescribed Material Mandatory	Text(s): The handbook of child and adolescent clinical psychology: A contextual approach. ISBN: 1583918310 Carr, A. New York: Routledge 3 rd ed. 2016.

PSYC516 Applied Clinical Research

Coordinator(s)	Dr Phil Tully (ptully2@une.edu.au)
Unit Description	This unit is designed to provide students with a solid grounding in the scientist-practitioner model and how to critically evaluate and apply the evidence base to inform culturally responsive clinical practice across the lifespan, including treatment and monitoring of outcomes. Students will gain understanding of, and an ability to appraise, a range of clinical scientific methods. Students will also investigate an individual research question relevant to the field of psychology.
Prescribed Material Mandatory	To be advised

Second Year Units

As for the First Year units, a detailed outline of each unit is provided in the Unit Guide and on the related Moodle site. Assessment of each unit will be undertaken in a variety of ways including written assignments, student presentations, and contributions to online discussions. Each unit will have assessment tasks to the equivalence of 7,500 words and a minimum of 150-hours' time commitment.

PSYC525 Health Psychology, Rehabilitation, Older Adults

Coordinator(s)	Dr Phillip Tully (ptully2@une.edu.au)
Unit Description	This unit provides students with an understanding of the principles of health psychology, behavioural medicine and rehabilitation and their application in clinical health contexts. The unit also focuses on the knowledge and skills necessary to assess functioning in older adults and provide clinical psychologist services to this population.
Materials	No text required

PSYC526 Advanced Topics in Clinical Psychology

Coordinator(s)	Ryan Davies (rdavie36@une.edu.au)
Unit Description	This unit introduces students to advanced topics in clinical psychology including advanced ethics and professional practice, psychopharmacology, sociocultural factors relevant to working with indigenous and minority populations, and the assessment and treatment of severe psychological conditions.
Materials	No text required

PSYC528 Advanced Assessment and Intervention I (Adults)

Coordinator(s)	Dr Amy Lykins (alykins@une.edu.au)
Unit Description	This unit provides advanced training in psychological assessment and intervention with adults with severe and enduring mental health difficulties. Building on skills developed in PSYC503, PSYC504 and PSYC505, this unit has a focus on assessment, formulation, diagnosis and treatment of a range of complex psychological problems typically presenting in adulthood.
Materials	No text required

PSYC529 Advanced Assessment and Intervention II (Children and Adolescents)

Coordinator(s)	Dr Cassandra Sundaraja (csundar2@une.edu.au)
Unit Description	This unit provides advanced training in psychological assessment and intervention with children and adolescents. Building on skills developed in PSYC504, PSYC505 and PSYC507, this unit has a focus on assessment, diagnosis, formulation, and management of neurodevelopmental disorders, as well as advanced psychological interventions for a range of complex psychological problems typically presenting in childhood and adolescence.
Prescribed Materials Recommended	Text(s): Clinical Handbook of Psychological Disorders in Children and Adolescents : A Step-By-Step Treatment Manual ISBN: 978142530885 (hbk) ISBN: 9781462540297 (pbk) Flessner, C. A., & Piacentini, J. C. (Eds). (2017). New York: The Guilford Press

Research

The research training component of the MPsych(Clin) course is PSYC516 Applied Clinical Research. This unit is undertaken in Year 1 of the course and includes a research capstone project.

First Year – PSYC516

This unit is designed to provide students with a solid grounding in the scientist-practitioner model and how to critically evaluate and apply the evidence base to inform culturally responsive clinical practice across the lifespan, including treatment and monitoring of outcomes. Students will gain understanding of, and an ability to appraise, a range of clinical scientific methods. Students will also complete a capstone research experience involving the investigation of an individual research questions relevant to the field of psychology. Students will be allocated to one of a set number of topics, with individual preferences taken into account. Where a student wishes to apply to transfer into the PhD(Clinical), they *may request* to undertake a topic relevant to their proposed PhD research program for their capstone experience. Final decisions regarding topics will be at the discretion of the PSYC516 Unit Coordinator.

Policy on Authorship Agreements and Intellectual Property Rights

Material generated by the capstone research experience may have the potential to be disseminated to the broader academic and clinical communities; therefore, students need to give thought to the possibility of publication of the substance of this capstone research experience in conjunction with Course Academic staff.

The Psychology Discipline's policy on reporting and publishing research results is based on the relevant section of the APS Code of Ethics (2007) that reads:

- C.5. Authorship
- C.5.1. Psychologists discuss authorship with research collaborators, research assistants and students as early as feasible and through the research and publication process as is necessary.
- C.5.2. Psychologists assign authorship in a manner that reflects the work performed and that the contribution made is a fair reflection of the work people have actually performed or of what they have contributed.
- C.5.3. Psychologists usually list the student as principal author on any multiple-authored article that is substantially based on the student's dissertation or thesis.
- C.5.4. Psychologists obtain the consent of people before identifying them as contributors to the published or presented material.

According to these guidelines, a student is usually listed as principal author on any multiple-authored article that is substantially based on the student's work. The Course Academic(s) will usually be second author to such a publication. So that these arrangements are clear, students should discuss with Course Academics the issue of intellectual property rights attached to research. If intellectual property rights are to be formally recorded, the contribution of both parties needs to be recognised.

Second Year – Thesis - PhD (ClinPsych) students

PhD(ClinPsych) students commence a three-year program of research in the second year of study. This work will proceed in accordance with UNE's Higher Degree Research (HDR) policies.

Practicum

The practicum component of the Clinical Psychology Program aims to integrate and link clinical practice with the knowledge base gained from the coursework and applied research components. The practicum requirements are identical for the MPsych(Clin) and the PhD(ClinPsych) and are composed of three clinical placements. Candidates entering the MPsych(Clin) via Rule C receive advanced standing for one placement (PSYC534) on the basis of holding General Registration, which demonstrates prior attainment of APAC Level 3 competencies. **Students must source the remaining two placements (PSYC514 and PSYC535); however only one of these placements can be at the students place of employment and this is provided the student holds a position as a psychologist and undertakes activities of clinical nature in this role under supervision from an endorsed clinical psychologist. If undertaking a placement at place of employment, the student has to provide a brief description to the UNE Placement Coordination Team of how this will extend their current practice. This will form part of student's pre-placement documentation.**

It is an accreditation requirement that placements provide students with the experience of dealing with a wide range of client problems (acute and chronic) across varying age ranges (child, adolescent, adult, older adult) and settings (inpatient, outpatient, community, rural) utilising a variety of different skills (assessment, treatment, and professional) with different supervisors for each placement. Therefore, the focus of each placement must vary in order to provide adequate coverage of these multiple dimensions. One placement is to be devoted to child or child and adolescent work, and the other to adult work (which may include older adult work). Placement hours must be of a sufficient duration (minimum 350 hours) to enable students to take responsibility for a number of cases.

Placements are expected to be carried out on sites where students undertake psychological practice under the supervision of a Clinical Psychologist who holds General Registration with an Area of Practice Endorsement (AoPE) in Clinical Psychology who is also a Board-approved Supervisor with the Psychology Board of Australia (PsyBA). Supervision is not provided by the University.

Commencement of the first placement requires satisfactory completion of at least a pass grade in the core skills and theory modules contained within units PSYC503-506. Students must also have completed or be concurrently enrolled in PSYC507 and all mandatory documentation must be valid. Acceptance into any subsequent placement requires satisfactory completion of previous placements.

As described below, students will identify and negotiate their placement sites with a potential placement supervisor. **The UNE Placement Coordination Team will determine the suitability of placements; therefore, any organisation of placements is to occur in negotiation with the UNE Placement Coordination Team.**

All communication regarding Placements is to be submitted to the UNE PSYCHOLOGY PLACEMENT COORDINATION TEAM via AskUNE by following these steps:

1. Login to AskUNE ([Find Answers \(custhelp.com\)](https://custhelp.com))
2. Select the 'Contact Us' tab,
3. Subject line - "Psychology Placements - Mandatory Documentation"
4. Choose the following 'Topic' sequence: Professional/Practical Experience -> School of Psychology.
5. Attach documents (if relevant), and
6. Click Submit/Send

Students are responsible for all expenses, such as travel or accommodation, arising from placement attendance. If students wish to undertake a placement at a placement site where additional supervision is required in order to satisfy the requirements noted above, students are responsible for expenses related to payment for supervision.

When on placement, students are expected to behave in a professional and ethical manner in accordance with the Australian Psychological Society (APS) Code of Ethics (2007). Students must also comply with the Health Practitioner Regulation National Law as a “registered health practitioner”, including the mandatory notification provisions within Section 140 of the National Law in relation to notifiable conduct. Prior to enrolling in a placement unit, students are required to submit a signed Student Declaration confirming that they are fit for practice and that they have understood and are compliant with all course requirements. This includes meeting all inherent requirements, with appropriate supports and reasonable adjustments as necessary.

Placements Units

The practicum requirements are completed via the following placement units:

PSYC514 Clinical Psychology Placement IA

Coordinator(s)	Alice Hone; Tamar Doff; Hayley Farrell; Anna Moulynox (Clinical Psychology Placement Supervisors) Dr Clara Murray (Unit Coordinator)
Unit Description	This 12-credit point unit involves undertaking a 350-hour clinical placement external to the University and is undertaken in the second trimester of Year 1. The placement consists of a minimum of 46 days (350 hours) of supervised practice, including 150 hours of client contact time and 50 hours of supervision (i.e. 1 hour of supervision per 7.5 placement hours). The placement offers opportunities for exposure to a broad range of professional experiences under the supervision of a clinical psychologist. Placements will necessitate working with a diversity of client problems (and requiring the application of a variety of different clinical skills – assessment, treatment and professional). This placement must be successfully completed prior to the commencement of a further placement.
Recommended Material Non-Mandatory	Text(s): Internship, Practicum and Field Placement Handbook ISBN: 9780205959655 Baird, B.N., Pearson 7 th ed. 2013

PSYC534 Clinical Psychology Placement II – Candidates entering MPsyCh(Clin) via Rule C will receive advanced standing for this unit

PSYC535 Clinical Psychology Placement III

Coordinator(s)	Alice Hone; Tamar Doff; Hayley Farrell; Anna Moulynox (Clinical Psychology Placement Supervisors) Dr Clara Murray (Unit Coordinator)
Unit Description	This 12-credit point unit is an external clinical placement undertaken in the second or third trimester of Year 2. The placement consists of a minimum of 46 days (350 hours) of supervised practice, including 150 hours of client contact time and 25 hours of supervision (i.e., 1 hour of supervision per 15 placement hours).
Materials	No text required

For full-time students, the placement units are taken in the second trimester of Year 1 and the first or second trimester of Year 2. For part-time students, the timing of the placement units is negotiated with the Director of the Clinical Psychology Program.

In order to be eligible to enrol in a placement unit, students must meet the pre-requisites and co-requisites as stated in the UNE Course Handbook, including full compliance with all mandatory documentation, and have submitted their pre-placement documentation. As such, when students attempt to enrol in a placement unit, their enrolment will read as 'Invalid' and students will be

prompted to complete a Permission for Unit Enrolment/Waiver Form. Permission to enrol will be granted if students meet all requirements prior to the commencement of the trimester.

Please note that each student is solely responsible for ensuring that they enrol in the appropriate placement unit in the appropriate trimester. Enrolment is essential in order to be covered by UNE insurance whilst on placement. Failure to enrol in a placement unit may prevent the clinical placement from going ahead, invalidate any placement hours already accrued, and result in termination of an arranged placement.

Placements often extend beyond the trimester of enrolment. To ensure students ongoing enrolment in the placement unit, the Placement Coordination Team will prompt students to complete via Moodle a Special Extension of Time (SET) . It is the student's responsibility to complete this via the due date if they wish to remain on placement.

Arranging Placements

Students will identify two placements in a location of their choice. **The organisation of the placement is the responsibility of the student and potential placements will not be identified or organised by the University.** This is intended to support the off-campus mode of learning in this course, and to establish a possible opportunity for the clinical registrar period necessary to meet the requirements to become endorsed as a clinical psychologist.

Establishing links with potential placement supervisors at the earliest opportunity will ensure the timely undertaking of your placements. All placements must be approved and ratified by the UNE Placement Coordination Team prior to being undertaken in order to ensure they meet the requirements of the registration board. If you are seeking or have obtained a potential placement with NSW Health then the UNE Placement Coordination Team needs to be informed in the earliest instance possible due to the additional paperwork that is required.

The following steps must be undertaken prior to commencing placement:

1. Review information on the Master of Psychology Placements Moodle site. Here students will find information to provide to potential placement sites, requirements of the placement, placement documentation and guidance on how to submit documentation, and Frequently Asked Questions.
2. Student to liaise with potential placement sites/supervisors to determine whether a suitable placement is available. Should questions about the suitability of a placement arise, please contact the Placement Coordination Team via AskUNE.
3. Once a potential placement has been identified and negotiated as suitable, the student submits the pre-placement documentation required to the Placement Coordination Team via **AskUNE marking "pre-placement documentation"** in the subject line. The documents required for all placement matters are available on the Psychology Placements Moodle site. The initial documents to forward include the Placement Offer Form, Placement Supervision Form and a screenshot of the supervisor(s) listing as a Board-approved Supervisor on the AHPRA *Find a Supervisor* website. Refer to the Moodle FAQ page regarding how to label and submit your documentation. This will enable the Placement Coordinator to approve your placement as suitable.

4. Student to ensure that they have enrolled in the placement unit prior to placement commencement (**students who are not enrolled are NOT covered by UNE insurance**).
5. Student to ensure that all mandatory documentation is valid.
6. Students and supervisors are to maintain copy of all documentation.

Failure to complete these processes will risk your ability to commence placement.

As stated above, some students are able to undertake one of the two placements at their place of current employment, provided that the placement experience is of direct relevance to the program, involves work ordinarily undertaken by a psychologist, and supervision is arranged to fulfil the requirements of the course. The student has to provide a brief description to the UNE Placement Coordination Team of how this will extend their current practice. Previous employment experience as a Registered Psychologist is recognised via Advanced Standing for the PSYC534 placement unit. Other prior experience will not be credited as it is not integrated into the overall program.

Students are responsible for all expenses arising from placement attendance, including travel or accommodation, or paying for required supervision when this is not available at the placement site.

Insurance

Students on **unpaid placements** that have been approved by UNE are covered by UNE insurance. Please note that there are specific protocols for the release of insurance certificates upon the request of the placement provider. To obtain a copy of the UNE Insurance Certificate of Currency, students will need to complete the Details for UNE Insurance Form located on Moodle and submit this, along with a copy of their Placement Supervision Form that has been signed by one of the Clinical Psychology Placement Supervisors who comprise the UNE Placement Coordination Team. The certificates will be submitted to the placement provider directly by the UNE insurance office, as proof of indemnity insurance.

For students who undertake placement in an employed capacity, the responsibility to provide appropriate insurance cover lies with the employer or student.

Characteristics of the Placements

Detailed information about placement requirements is available on the Master of Psychology Placements Moodle site. Placements should involve practica that support the achievement of the capabilities set down by APAC standards 3.1 - 3.16 and 4.1.1 to 4.1.3 (i.e. knowledge of the discipline; ethical, legal and professional matters; assessment and measurement; interventions; research and evaluation; communication and interpersonal relationships; working in a cross-cultural context; practice across the lifespan, advanced psychological knowledge, advanced culturally responsive assessment and advanced culturally responsive treatment).

Placements must also be diverse, providing students with the experience of dealing with a wide range of client problems (acute and chronic) across varying age ranges (child, adolescent, adult, older adult) and settings (inpatient, outpatient, community, rural) utilising a variety of different skills (assessment, treatment, and professional).

Placement Hours

Field placements need to fulfill the following minimum requirements:

	<u>Client Contact</u>	<u>Supervision</u>	<u>Total hours</u>
PSYC534	Advanced Standing		
PSYC514	150	50 (1 hr per 7.5 hrs)	350
PSYC535	150	25 (1 hr per 15 hrs)	350
Total:	300	75	700

Client Contact Hours.

Direct client contact involves telephone calls, face-to-face meetings, and assessment and therapy with clients, as well as telephone calls and face-to-face contact with the client's significant others and other relevant informants (e.g., parents or referrers). Direct client contact can occur in individual or group contexts. In rural settings, up to 100 of these contact hours can be via tele/videolink. Time spent talking about a client in supervision, case conferences or presentations, is not direct client contact. Likewise, scoring client assessments, or writing case notes, letters or reports, are not considered as direct client contact. Seeing a client with your supervisor can be counted as both direct client contact and supervision, but is only encouraged to contribute to a small number of hours and to occur mainly at the start of a placement.

Students need to be mindful that obtaining the total client contact hours can be difficult. Therefore, students need to **aim for at least 3 hours of client contact per placement day**.

Supervision Hours.

Supervision can occur in both individual (one-on-one) and group format; with group supervision to comprise no more than 50% of total supervision time. Time spent by the supervisor reviewing and providing feedback on notes, reports, and letters is considered supervision time. For PSYC514, students need to **aim for 1 hour of supervision per placement day (7.5 hrs)**. For subsequent placements, students need to **aim for 1 hour of supervision per two days (15 hrs) on placement**. Students are encouraged to arrange Group Supervision with other members of their cohort, in the presence of a Board-approved Supervisor who is a Clinical Psychologist.

Total Placement Hours.

Professional activities, in addition to direct client contact and supervision, occur on all placements. These activities may include record keeping, attendance at meetings, case presentations, research on client problems, and familiarisation with relevant aspects of the placement organisation/site. Combined, these activities produce the total placement hours. Students need to **aim for a total of 7.5 hours for each placement day**.

Placement Days.

The number of days suggested for each placement have been calculated on the basis of a 7.5 hour working day. This equates to 46 days on each placement (equating to 4-5 months in total at approximately 3 days/week). Placements are usually completed at a rate of 2, 3 or 4 days/week, however, the arrangements on any one placement are to be negotiated between the student and the field supervisor. As students have concurrent coursework and research to complete, 5 days/week placements are discouraged. As unforeseen circumstances and problems can sometimes delay the completion of placement requirements, it is prudent to factor in such issues when planning days/timetables for placements.

Other Issues Regarding Placement Hours.

It is not unusual for some variation to occur in hours achieved at each of the placements, however, it is not permissible to undertake extra hours at any one placement with the express purpose of reducing required hours at a subsequent placement. Each placement has its own required hours, irrespective of whether greater hours might be accrued on another placement. Furthermore, such hours represent a *minimum* requirement, rather than a target.

Students should also be aware that achievement of the minimum required hours does not necessarily equate to completion of placement requirements. Students must be able to demonstrate the requisite clinical competencies in order to meet the learning outcomes of the placement unit. Additional hours may therefore need to be completed, over and above the required minimum, to enable the supervisor and the UNE Placement Coordination Team to determine that the learning outcomes for the placement have been met.

In all circumstances, professional conduct and attention to the best interests of the client must come first. Therefore, on some occasions, additional hours may be required to finalise treatments, assessments, or other outstanding supervision matters. Completion of these matters is the criterion upon which the decision to finalise a placement is made.

Recording Placement Hours – The Log Book

Each student must keep an ongoing record of all placement experiences. This record is to be kept in the form of a log book (a template and example is available on the Placements Moodle site)

On commencing the 5th year, every postgraduate professional coursework student must commence a single log book of casework and supervision experiences. The log book must detail the nature and hours of all placement and other practicum undertaken, as well as the dates, nature and hours of supervision, with group supervision clearly differentiated from individual (i.e., one-on-one) supervision and the log book clearly specifying the nature of client work undertaken. Supervisors are required to regularly endorse, by signed notation, that the log book is a true reflection of the practicum undertaken. The log book should be carried over into the 6th and subsequent years of professional postgraduate training. A final check of the log book must be a requirement of the course and this check must be confirmed by the signature of the/a primary supervisor on the log book itself.

The log book should provide a rich source of information of (i) activities undertaken in client contact and supervision and (ii) student progress. The responsibility for maintaining the ongoing record of details of client contact and supervision falls with the student. Details to be provided include: client characteristics, issues and diagnoses; context of client contact; assessment or intervention procedures; contact with carers/school teachers; activities undertaken/areas covered in supervision. No identifiable client information is to be included.

E.g.:

Session 2 with AB (32). Major Depression and Generalised Anxiety Disorder. Intervention: Psycho-education about the role of thoughts in emotional well-being. Cognitive restructuring. How: Recording automatic thoughts and associated feelings.

Session 6 with T.M (23). ATSI. OCD. Last session. Collaborative formulation of blueprint. Review of safety Plan.

Supervisors are encouraged to note relevant issues about student progress over time in the “supervisor comments” column. This will allow ongoing monitoring of student progress.

The student should submit an electronic copy of the logbook to the Placement Coordination Team MONTHLY via the placement unit Moodle site. Copies of the logbook should be retained by the student and field supervisor. This is a mandatory requirement and it provides the Placement Coordination Team with regular and ongoing information about progression of the placement and provides opportunity for feedback prior to your end of placement.

The log book is organised to separate out the different areas of required hours for each placement (and in total). The supervision hours and client contact hours are straightforwardly kept in their own columns/totals, while the “total hours” is obtained by adding “other” hours to the supervision and client contact hours (i.e., the total of all four columns). Each page of the log book will self-tally to provide a “running total” which is then carried over to the next page. Students are to record contact in minutes, rather than hours and part-hours, and the log book will self-calculate hours. Recording times in minutes also supports the accuracy of the record. As noted above, the log book is to be “**a true reflection of the practicum undertaken**” and denoted each week via signed notation by the student and supervisor. **Any inflating of hours is considered unethical conduct and could result in withdrawal of course candidature.**

Students are encouraged to utilise the log book template available on Moodle to enable them to keep track of the minimum required hours throughout the Course. **Log books are to be submitted monthly to the Placement Coordination Team via the placement unit Moodle site.**

Session notes

For quality assurance purposes, students are required to submit a de-identified session note that has been co-signed by the supervisor for each placement. This forms part of students’ end of placement documentation. While it is understood that not all services have the same templates and

expectations regarding how and what to record, we suggest the following format for recording session notes:

1. Time, Date, Session number
2. Reason and source of referral (if first session)
3. Client's presentation
4. Screeners or test administered (if applicable)
5. Client's background (if first session)
6. Review of recent events OR Client's presenting complaints
7. Interventions in session
8. Risk Assessment
9. Homework
10. Plan

Staff

Clinical Psychology Placement Supervisors

There are two full-time positions shared between staff in these roles and they comprise the UNE Placement Coordination Team with administrative and system support also provided by the Clinical Placements Officer. The team is responsible for reviewing and approving the practica and skills training components of the Program. The Placement Coordinator is the key contact for students enrolled in PSYC514 and PSYC535 (the Unit Coordinator for these units is an Academic with responsibility for administering Unit Amendments only). Once a placement opportunity has been identified by a student, the UNE Placement Coordination Team liaises directly with field supervisors to ensure that students have appropriate placement experience which satisfies the requirements of the placement unit.

External Field Supervisors

Field supervisors are experienced clinicians approved by the Psychology Board of Australia to provide clinical supervision on external placements. Whilst many supervisors undertake this activity in a voluntary capacity in reflection of their commitment to the profession, some supervisors may only be able to offer paid supervision. Field supervisors are highly valued by UNE and are critical to the success of the UNE Clinical Psychology Program.

Practical Matters to be Addressed Prior to Placements

Mandatory Documentation

As addresses earlier, Mandatory Documentation is an essential requirement to maintain your candidature and your ability to commence placement. Prior to commencing placement, all mandatory documentation must be current and valid. Students whose mandatory documentation is not valid will be unenrolled from the placement unit and will not be able to attend placement.

Registration.

Prior to commencing any placements, students must hold current General Registration with the Psychology Board of Australia (PsyBA) and this must be maintained for the duration of enrolment. The registration number must be provided to the UNE Placement Coordination Team and field supervisor prior to commencement of the first placement.

National Police Certificate & Working with Children Check.

Students are required to obtain a National Police Certificate and Working with Children Check. These checks need to remain current throughout all placements. Police Checks must be no older than five years from the date of issue, unless issued prior to 2019 in which case the Police check is valid for three years. These checks (and registration) need to be attended to promptly upon commencement of the course.

Students should apply online for a National Police Certificate at:

<https://www.afp.gov.au/what-we-do/services/criminal-records/national-police-checks>

A fee of \$ 42.00 is paid and a certificate is issued within three weeks. All students are required to complete the NSW [Working with Children Check](#). The WWC check is free for students and lasts for a period of 5 years. Apply for the check online then present the receipt along with photo ID (as directed on the online form) at a Roads & Maritime Registry or Service Centre. A letter and/or email advising of the outcome of the check will usually be issued within 10 days.

The above checks (and registration) need to be attended to promptly upon commencement of the course.

If completing a placement outside of NSW you will be required to complete an equivalent check as described below.

Queensland:

In QLD you need to apply for the QLD Blue Card. There is more information about how to apply for this here: <http://www.bluecard.qld.gov.au/>

Victoria:

In VIC you need to apply for the Victorian Working with Children Check. There is more information about how to apply here: <http://www.workingwithchildren.vic.gov.au/>

South Australia:

In SA you are required to undertake child related employment screening which is conducted by the Department for Communities and Social Inclusion. You can find out more about how to apply here:

<https://screening.sa.gov.au/types-of-check/new-working-with-children-checks>.

If you are a student who will be completing their placement in SA then please contact the Course Coordinator after enrollment.

Western Australia:

In WA you are required to complete a WA working with children check. You can find out more about how to apply here: <https://workingwithchildren.wa.gov.au/>.

Tasmania:

In Tasmania you are required to complete a working with children registration. You can find out more about how to apply here: http://www.justice.tas.gov.au/working_with_children

Northern Territory:

In the NT you are required to have a Working with Children Clearance Notice (Ochre Card). You can find out more about how to apply here: <https://nt.gov.au/emergency/community-safety/apply-for-a-working-with-children-clearance>

Australian Capital Territory:

In the ACT you will require the Working with Vulnerable People registration. You can find out more here: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Vaccinations

NSW Health policy requires that clinical psychology students (ranked as Category A risk personnel) undergo specified immunisations before commencing a placement. Prior to the start of Trimester 1, the UNE Placement Coordination Team will provide students with information that describes those immunisations. Students will also be provided with a number of NSW Health forms, which they are expected to complete immediately, in order to submit evidence of having completed (or being on the way to completing) these immunisations. Please note, the certification process can take up to six months to complete. Students are to be certified as compliant with all NSW Health requirements prior to going on any external placement. Failure to complete all immunisations and submit the relevant NSW forms in a timely fashion may prevent students from undertaking a clinical placement.

COVID-19

Proof of COVID-19 vaccination is a requirement for psychologists in all jurisdictions in Australia who provide face to face services and is also required for the provision of telehealth in some jurisdictions. Thus COVID-19 vaccination will typically be needed in workplaces and placement agencies for clinical psychology students to undertake their placements and ultimately their registrar program, meaning that students are unlikely to be able to progress even after completion of the MPsysc(Clin) without providing proof of vaccination. Therefore, to ensure a smooth transition through your training and

then the ability to progress from full registration and to your registrar program, evidence of COVID-19 vaccination is required.

Students are to be certified as compliant with all NSW Health requirements prior to going on an external placement. Students also need to check that they will remain compliant for the duration of their placement. Students outside of NSW should make enquiries directly to the organization providing the placement to clarify immunization requirements. Failure to complete all immunizations and submit the relevant evidence in a timely fashion may prevent students from undertaking a clinical placement.

We also advise all candidates to be aware that requirements around vaccinations for the course and other worksites may be subject to change in the future as per changing Health regulations.

Further details are available at: <http://www.health.nsw.gov.au/> Search for: *Occupational assessment, screening & vaccination against specified infectious diseases*.

Fitness for Practice

Whilst on placement, students will be practicing as Psychologists under the supervision of a qualified Clinical Psychologist with Area of Practice Endorsement in Clinical Psychology, who is also a Board-approved Supervisor with the Psychology Board of Australia. Psychological practice involves working with vulnerable populations. As such, students must be fit and well enough to safely undertake placement activities prior to commencing on placement. Students must comply with guidance from the Australian Health Practitioner Regulation Agency (AHPRA) in relation to any health impairments. A health impairment is defined within the Health Practitioner Regulation National Law (NSW) – Section 5 as a physical or mental impairment, disability, condition or disorder (including substance abuse or dependence), that detrimentally affects or is likely to detrimentally affect a registered health practitioner's capacity to safely practise the profession or a student's capacity to undertake clinical training. Note that these conditions can include chronic medical or physical conditions, or a mental health condition. In order to support students on placement, students may be requested to provide evidence of fitness to practice from a medical/healthcare professional if they self-identify difficulties, if their supervisor raises concerns, or if a student requests an extension during placement for medical reasons.

Students must also ensure that they meet the inherent requirements associated with professional psychology programs (details of inherent requirements can be found via the UNE [Course Handbook](#)). The University is committed to working with students to make reasonable adjustments to teaching and learning, assessment, work/clinical placements and other activities to address the impact of students' disabilities or other factors on their ability to participate in and meet the requirements of their course. When making reasonable adjustments, the University will maintain the inherent academic and other requirements of its courses.

If you are a student with a disability, or if there are other factors that may impact upon your studies and ability to carry out the inherent requirements, you should discuss any concerns with the UNE [Student Access and Inclusion Office](#) in conjunction with the Director of the Clinical Program prior to

enrolling in the MPsych(Clin). These staff can work collaboratively with you to determine reasonable adjustments to assist you to meet the inherent requirements. If you have a Study Access Plan (SAP), please be aware that the workplace placement section of your SAP applies to placement units. Therefore, if you require any accommodations to support your ability to thrive in the placement, please contact the Psychology Placement Coordination team via AskUNE at least one (1) month prior to commencement of placement in order to allow necessary accommodations to be discussed and arranged.

If it is anticipated that the inherent requirements cannot be met with reasonable adjustments, you will not be prohibited from enrolment, but you may be unable to successfully complete your course. For this reason, University staff will provide guidance regarding other study options.

Mandatory Notifications

As practicing psychologists with General Registration, students are registered health practitioners and are subject to Health Practitioner Regulation National Law. Registered Psychologists are mandatory notifiers and may themselves be the subject of a mandatory notification. To understand your legal responsibilities, please refer to the Guidelines: Mandatory Notifications About Registered Health Practitioners, published by AHPRA for details.

Teaching staff and clinical supervisors are also registered health practitioners. They are required to make mandatory notifications in relation to health practitioners (students) on the program, if they form a reasonable belief that the health practitioner (student) is placing the public at risk of substantial harm due to:

- impairment
- intoxication while practising
- a significant departure from accepted professional standards, or
- sexual misconduct.

Where a clinical supervisor or staff member has concerns about potentially notifiable conduct of a health practitioner (student) on the program, the [*Procedures for managing fitness for practice issues and mandatory notifications*](#) will be followed.

Student Declaration & Confidentiality Agreement

Prior to commencing on placement, all students must have submitted a signed Student Declaration confirming that they have understood and are compliant with all course requirements of the Master of Psychology (Clinical). Within this declaration, students undertake to notify the Director of the Clinical Program and the UNE Placement Coordination Team about injuries or health impairments which may affect their capacity to undertake clinical training and/or which may detrimentally affect their safety or the safety of others within the placement setting as soon as they become aware of these. Where a health impairment which potentially impacts upon a student's fitness for practice is

present, the student undertakes to provide a Fitness for Practice Certificate signed by their Medical Practitioner, that indicates full clearance to perform duties of placement. Please refer to the [Procedures for managing fitness for practice issues and mandatory notifications](#) document, located on the Course Community Moodle site for more information.

The [Student Declaration](#) is completed at the commencement of Trimester 1 2022 and can be found on the Course Community Moodle site.

As described above, sensitive and confidential issues will be raised during this degree including anonymised descriptions of clients, clinical videos, and information from fellow students during skills training or reflection exercises. It is important that all this information is kept confidential, thus students are required to submit a signed Confidentiality Agreement prior to commencing coursework. The [Confidentiality Agreement](#) can be found on the Course Community Moodle site.

Mandatory Training – Risk Aware

In order to assist students to prepare for the placement component of the course, UNE offers free access to Risk Aware. Risk Aware is a training program developed by Deakin University in partnership with the Australian Government. The training is designed to increase students awareness of the risks associated with clinical placements and strategies to manage these risks across 7 modules. Each module takes approximately 30 minutes to complete. Students receive login details to their UNE student email and a certificate of completion for each module which are to be submitted to the Placement Coordination Team via AskUNE prior to Census Day. For more information, refer to the Master of Psychology (Clinical) course community site.

Students are required to provide evidence of current compliance with the requirements detailed above to the Placement Coordination Team via InPlace by Census Day. Further information and documentation can be found on the Master of Psychology (Clinical) course community Moodle site. This should include evidence of Registration with AHPRA, National Police Check, Working with Children Check, signed Confidentiality Agreement and signed Student Declaration.

Assigning of Placements

The UNE Placement Coordination Team determines the suitability of placements; therefore, any organisation of placements is to occur in negotiation with the UNE Placement Coordination Team. For approval, students will provide the following pre-placement documentation to the UNE Placement Coordination Team via AskUNE:

- A completed Placement Offer Form (available on Moodle)
- Placement Supervision Form (available on Moodle)
- Brief description of how the placement will extend your clinical practice (only required if the placement is at the students' place of employment)
- Evidence of the clinical supervisor's authorisation as a board-approved supervisor through the PsyBA (this can be a screenshot from PsyBA *Find a Supervisor* website <https://www.psychologyboard.gov.au/Registration/Supervision/Search.aspx>);

In this way the UNE Placement Coordination Team can verify the suitability of the proposed placement.

Students source placement opportunities themselves; however, at all times the negotiation of suitability of the placement must occur between the UNE Placement Coordination Team and prospective field supervisor.

Pre-Placement Interviews

Field supervisors may wish to arrange a pre-placement interview with the student prior to agreeing to undertake the placement. Students are advised to provide potential field supervisors with the following information:

1. Placement Offer Form (to be completed by student and forwarded prior to placement for approval by the UNE Placement Coordination Team)
2. Placement Supervision Form.
3. Proof of registration as a General Psychologist
4. National Police Certificate and Working with Children Check.
5. Evidence of immunisation compliance
6. Log Book
7. Final Placement Evaluation containing feedback from previous supervisor
8. Curriculum Vitae

After the placement has been formalised via the completion of the Supervision Form, the UNE Placement Coordination Team will send other relevant information and paperwork to the field supervisor. Students are only able to commence placement and start logging hours once the placement has been ratified by the UNE Placement Coordination Team.

Placement Supervision Form

A Placement Supervision Form is completed and signed by the field supervisor and student at commencement of each placement and lodged to the UNE Placement Coordination Team through AskUNE prior to the commencement of placement. A current version of the Placement Supervision Form is available on Moodle.

The form is reviewed, approved and signed by one of the Clinical Psychology Placement Supervisors as part of the UNE Placement Coordination Team. Copies of the original form are to be held by both the field supervisor and the student.

This document states the objectives for the placement including the range of activities to be covered and the skill base to be developed, and details such as supervision arrangements and specific dates.

Changes in Placements

A student who wishes to alter placement arrangements for research or other reasons must first discuss the proposed changes with the UNE Placement Coordination Team.

Note. It is expected that once a placement has been formalised, students will complete the placement and will not withdraw. Failure to undertake an arranged placement will result in a Fail grade being awarded for the placement. Further, if a student withdraws after the commencement of a placement, or the placement has to be terminated due to the student's conduct, then the student will be marked as having failed the placement.

Supervision on Placement

Supervisor Qualifications.

Placements generally need to be supervised by an experienced clinical psychologist (i.e., Area of Practice Endorsement in Clinical Psychology, who is also a Board-approved Supervisor with the PsyBA. If the placement is within a specialised field (eg., forensic, developmental, neuropsychology) it may be possible for a Board-approved Supervisor who holds an AoPE in the related field to provide supervision. Such arrangements are to be negotiated with the Placement Coordination Team. You can verify if a supervisor is a Board-approved Supervisor searching the PsyBA [*Find a Supervisor*](#) website.

Forms of Supervision.

Supervision of PSYC514 is to involve at least one hour of direct contact between supervisor and supervisee for each day (i.e. 7.5 hours) of placement. Supervision of any subsequent placement is to involve at least one hour of direct contact between the supervisor and student for every 2 days (i.e., 15 hours) of placement. Supervision can occur in both individual (one-on-one) format and group format. However, at least 50% of supervision is to occur in individual format.

Supervision may vary from direct supervision of the student undertaking activities to more advanced discussion of activities and cases. The form of supervision may change over time as the student gains more experience and expertise.

Distance (off-site external) supervision may occur if there is no other form of supervision available; however, various conditions apply and must be discussed with the UNE Placement Coordination Team.

Supervisor Obligations on Placement.

Field supervisors are required to oversee all activities of students on placement. All reports and case notes written by the student arising from training undertaken as part of any internal or external placement must be signed or electronically endorsed by the responsible supervisor. For each placement, students will be requested to supply a deidentified case note, cosigned by the supervisor, prior to the end of placement. Supervisors are also asked to sign the Case Report Cover page to indicate that the case described was undertaken by the student whilst on placement.

It is an accreditation requirement that the supervisor directly observe the students practice. Thus, supervisors are asked to directly observe a minimum of two client sessions conducted by the student. This may occur face-to-face or via audio or video format, in accordance with the relevant APS Ethical standards. Field supervisors are requested to utilise the “Supervisor Comments” section of the log book. While obviously every activity will not require comment, the supervisor comments column can provide a valuable record of student progress. Consistent documentation in this area is also likely to enable timely recognition and rectification of any problems that might arise during the placement. Regular field supervisor comments made in relation to areas covered by the initial contract, mid-placement review and final placement review can provide continuous monitoring of these key areas.

Mid-placement review.

At approximately the mid-way point of the placement, an interim review is conducted by the supervisor using a Clinical Psychology Practicum Competencies Rating Scale (CΨPRS) and a Mid-Placement Evaluation Form in which student and field supervisor review progress in terms of student performance and the extent to which placement objectives are being met. Any areas of satisfaction or dissatisfaction from either the student or the supervisor are to be discussed, as are any changes to the original goals or any other relevant placement-related matters.

Any problems or issues raised in the mid-placement review should be formulated as specific goals to be addressed through the remainder of the placement. A completed mid-placement evaluation form, signed by the supervisor and the student, is to be submitted [via AskUNE](#) to the UNE Placement Coordination Team within one week of the review (with copies kept by the supervisor and the student). Students undertaking PSYC514 are required to submit one case report at the time of the mid-placement review.

One of the Clinical Psychology Placement Supervisors on the UNE Placement Coordination Team (or another staff member of the Clinical program if required) is to attend mid-placement reviews. Where possible this will be done in person, otherwise by video-link or telephone. **The student, in consultation with the supervisor, must contact the UNE Placement Coordination Team to arrange a time for the mid-placement review.**

End-of- placement review.

At the end of a placement a final assessment is conducted (using the CΨPRS and End of Placement Evaluation Form) as to whether the placement has been completed to a suitable standard, whether further time is necessary to meet requirements, or whether the student has failed to meet requirements and is unlikely to do so with further work. Feedback is provided regarding specific areas of student performance. The student is also required to provide an assessment of the placement and has the opportunity to respond to assessment/comments by the supervisor.

The UNE Placement Coordination Team is to communicate with the field supervisor as needed (in person, by telephone or by email) regarding the placement evaluation. Documentation is to be submitted **via AskUNE** to the UNE Placement Coordination Team no later than one week following the placement period being finalised (with copies to be held by the field supervisor and student).

If a UNE supervisor is involved in a co-supervisory role, s/he should make a relevant contribution to completion of mid-placement and final placement evaluations, including specification of the type

(e.g., telephone, email, face-to-face) of contact and frequency of supervision provided, and any other relevant issues/comments.

Students are to take a copy of their End of Placement Evaluation and CYPRS form from their last placement to the next placement to show their new supervisor. This will help decide on goals for the student to write in their new Placement Supervision Form.

Please note that ongoing compliance with placement documentation (CVs, logbooks, reviews, client notes) as outlined in this Course Manual is a required professional competency. Failure to submit accurate and timely documentation as required may result in failure of the placement unit.

Communication/Liaison Between UNE and Placement Sites

It is a central aim of the UNE Clinical Psychology Program to foster ongoing liaison and communication between field supervisors and UNE Clinical program staff — a process that occurs from pre-placement through to end-of-placement evaluation. UNE staff will liaise with the field supervisor at the mid-Placement review and as needed throughout the placement, either in person or via electronic means.

Ongoing active communication between the UNE Placement Coordination Team and field supervisors will occur, by email or telephone, as relevant issues arise or just to keep in touch regarding progress. Such ongoing communication will also occur between the UNE Placement Coordination Team and students.

Difficulties on Placement.

If a student experiences any difficulties whilst on placement, with the placement itself, the clinical work or with the supervisory relationship, then this should be discussed with their supervisor in the first instance. If these difficulties are unable to be resolved within supervision then the student may contact the UNE Placement Coordination Team. One of the Clinical Psychology Placement Supervisors can assess and help problem-solve any difficulties with the student and, if necessary, then facilitate a discussion between the student and supervisor.

Oral Case Presentation

PSYC514 students are required to complete an Oral Case Presentation. The Oral Case Presentation consists of a 30 minute power-point presentation presented via Zoom videoconferencing to other students in the cohort and/or to PSYC513 students. Students are encouraged to include reflections on what they have learned throughout the process of working with the case. A marking rubric and date for the presentation can be found on the PSYC514 Moodle site. It is expected that students watch each others presentations as this is a valuable learning opportunity and constitutes peer supervision.

Case Reports

Students are required to submit a total of three written case reports (2000 words each) in the practicum component of the program. Two case reports are to be written for PSYC514 and one for PSYC535. Each case report must detail a case undertaken on that placement. Each case report must detail a different case (client) undertaken on that placement. (N.B. the intervention and assessment case report must use a different client). The marking rubric and example reports are available on Moodle. A satisfied requirements grade is required for each case report in order to pass each respective placement. For PSYC514, one case report is due at the time of the mid-placement review and the second is due two weeks before the placement ends. The case report for PSYC535 is due two weeks before the placement ends.

At least two of the three case reports must detail the results of an intervention (which need not necessarily have been successful). One case report must provide an account of an assessment using standardised assessment tools.

The three case reports must contain no client-identifying information, have a cover sheet, and be written in APA 7th Professional style. These are also to be written in the format and style prescribed for the journal *Clinical Case Studies*. (This journal is accessible via the UNE library or via the link <http://ccs.sagepub.com/>; students are required to read some articles from this journal to grasp the format required). The reports should provide details of the presenting case, describe the student's work, and justify the methods used. Example case reports are provided on Moodle.

Case reports may be required to be presented at placement case conferences.

Intervention Case Reports.

Intervention case reports need to demonstrate evidence-based practice, and as above, should adhere to the format prescribed for the journal *Clinical Case Studies*. Group intervention (e.g., social skills training group) reports are permitted. The intervention case report must detail an intervention that the student has delivered with a client whilst on placement. Submission of a proposed treatment plan will not meet requirements and will result in a fail grade.

Intervention case report outline:

- Cover Page (available on Moodle)
- Abstract
- 1. Theoretical and Research Basis (outline of diagnostic issues, evidence-base treatment issues etc.)
- 2. Case Presentation (brief introduction of the presenting client/outline of presenting case)
- 3. Presenting Complaints
- 4. History
- 5. Assessment (including interview information, psychometric data on self-report measures/tests used etc.)
- 6. Case Conceptualisation + goals + plan

7. Course of Treatment and Assessment of Progress (can be by sessions)
8. Complicating factors
9. Follow-Up
10. Treatment Implications of the case
11. Recommendations to clinicians and students
12. References

Assessment Case Reports.

For assessment case reports, a (fully de-identified) copy of an actual diagnostic assessment report produced during the placement is to be provided, preceded by theoretical background in an Introduction section, and followed by discussion of implications/matters raised in the Discussion section. As above, the format should adhere to that prescribed for the journal *Clinical Case Studies*. **The word count applies only to the Introduction and Discussion sections** – not to the original report section. (A word count of less than 2000 words for Introduction and Discussion may be acceptable if all relevant areas are suitably covered). An abstract and references are also to be included.

The assessment case report must detail the results of an assessment that the student has conducted whilst on placement. Case reports must not contain any client-identifying information.

Submitting a de-identified version of a client's psychometric assessment report will not meet requirements and will result in a fail grade.

Assessment case report outline:

- Cover Page (available on Moodle)
- Abstract
- 1. Introduction (include such sub-headings as Theoretical and Research Base, information on psychometric properties of tests used, etc., and a brief case introduction).
- 2. De-identified copy of actual report (NOT included in the word count). Note that de-identification includes not only the client name, but also those of towns, schools, doctors, other professionals etc. The report should indicate the client's age and **must include an appendix detailing a summary of the test scores if these were part of the assessment.**
- 3. Discussion: include such sub-headings as Complicating Factors, Follow up, Assessment Implications, and Recommendations to Clinicians and Students.
- 4. References

Please note that case reports are an important component of placement units. Failure to adhere to a scholarly style, the specified structure, APA 7th Professional style and word count will require re-submission.

The field supervisor may, but not necessarily, review the case report. However, this person must sign off on the cover page to confirm that the work was undertaken on the associated field placement. The relevant Clinical Psychology Placement Supervisor or a suitably qualified marker assesses the

report. Case reports may at times require revisions, these revisions (if necessary) are to be addressed urgently so as to not delay student's progress.

Concluding Placement Activities.

Planning is required to ensure that all placement activities are finished in a timely manner and without placing undue stress on supervisors. To this end, students are to submit drafts of final reports from any assessment to their supervisor no later than 4 weeks prior to the end of the placement (2 weeks from the time of the end of the assessment thereby allowing 2 weeks for feedback and final editing).

Grading of Placements

Assessment of Pass or Failure.

As outlined above, field supervisors formally assess student progress at the mid-placement and end-of-placement reviews. Formal assessment of whether a student has satisfactorily completed a placement will be made by the Placement Coordination Team, based on the mid-placement review, final placement review, any other reports completed by field supervisors, any other relevant information provided to the Placement Coordination Team, and the grading of the case reports. In the case of major discrepancies between the field supervisor's and the Placement Coordination Team's evaluations of the student's performance, other clinical psychology program staff may be involved in this evaluation. 'Below standard' ratings by the supervisor in both the mid-placement and final placement review is considered as the student failing the placement. This may result in the student having to undertake the placement again, or have the placement extended to demonstrate the required competencies, or withdraw from candidature. If a student disagrees with a ruling of failure for a placement, they may appeal in accordance with the UNE Student Appeals Policy, Item 2: *Appeals related to assessment of practical and/or professional work experience*: see UNE Student Appeals Policy.

Evaluation of Placements by Students.

Students are asked to provide formal evaluation of each placement and their own progress at the mid-placement and final.

Course Completion

Once a student's grade for their final unit has been released, please advise the Placement Coordination Team via AskUNE. The Placement Coordination Team, in conjunction with the Course Coordinator and University Enrolments and Progression team, will check that students have met all course requirements. course requirements so that you may finalise registration and progress to the registrar program. Please note that this is a multi-step process and can take more than 4 weeks.

To expedite your application please lodge your required information up to 3 months prior to completion of your course.

See detailed requirements and information on the following link:

<https://www.ahpra.gov.au/Registration/Graduate-Applications.aspx>

Provision of your full academic transcript (when available) will also assist in the process.

List of Unit Assessments for Trimester 1 2024

Academic Week	PSYC503	PSYC504	PSYC505	PSYC506
1 W/c 26 Feb				
2 W/c 4 March			Quiz - 10 March	
3 W/c 11 March				
4 W/c 18 March	Essay – 24 March			
5 W/c 25 March				
6 W/c 1 April			Intake Report – 5 April	Counselling Skills Assessment 1 – OSCE Will be scheduled 19 April.
BREAK IN LECTURES				
7 W/c 22 April	Diagnostic Assessment – 28 April			
8 W/c 29 April		Case-Conceptualisation Essay – 3 May		
9 W/c 6 May		Clinical Skills Assessment - Submit recording – 10 May <i>Take-Home Exam released – 10 May</i>		Assessment 10 th May
10 W/c 13 May			Skills assessment – 17 May	
11 W/c 20 May		Take-home Exam Hand-in – 23 May		Ethical Decision Making Quiz – 24 May
Exam Period	Examination - 28 May			

Please note: The above table is provided to help you plan your study. However, please ensure you refer to the assignment descriptions on each Unit Moodle site in the relevant trimester of study for the most up to date information relating to the submission of assessments.