



Master of Psychology (Clinical)
School of Psychology
Faculty of Medicine and Health
University of New England
Armidale, NSW 2351, Australia
Email: AskUNE@une.edu.au

Placement Supervision Form

Complete this form and provide a copy to the Placement Coordinator for approval. A copy should be retained by the student and another by the Field Supervisor.

STUDENT	
Student name	
Student number	
Student phone number	
Student email address	
Placement number	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> Course Unit: MPSYC _____

PLACEMENT AGENCY	
Name of Placement Agency	
Address	
Phone number	
Email address	
Sector	<input type="checkbox"/> Government <input type="checkbox"/> Non-government <input type="checkbox"/> Community Health <input type="checkbox"/> FACS <input type="checkbox"/> Corrective Services <input type="checkbox"/> Private Practice <input type="checkbox"/> Other _____

SUPERVISORS	
Field Supervisor (Primary supervising psychologist)	
Phone number	
Email address	
Supervisor's position in Agency	
Additional supervisor(s)	
Phone number(s)	
Email address(es)	

Before committing to offering a student supervision please consider whether you may have leave planned, or are considering leaving your position during the period of placement. Has a back-up plan been considered, i.e. who will supervise the student during this period?

Type of Placement (tick all that apply)			
a) Population	<input type="checkbox"/> Elderly	<input type="checkbox"/> Adult	<input type="checkbox"/> Adolescent <input type="checkbox"/> Child
b) Location	<input type="checkbox"/> Urban	<input type="checkbox"/> Rural	
Planned Placement Period:	From: _____ to: _____ all clinical competencies and hourly requirements are met		
Is this a paid placement Yes/No			
Number of days per week			
Approximate number of days in total			
Hours/week of scheduled supervision			
Minimum target hours for this placement (see page 5)	Client Contact: _____	Supervision: _____	Total: _____

Training Goals and Objectives:

In collaboration between student and supervisor, specify a range of activities to be covered and skill base to be developed on this placement. Outline goals and objective in the following areas:

Clinical competencies	Goal
Knowledge of the discipline	
Ethical, legal and professional matters	
Psychological assessment and measurement	
Intervention strategies	

Research and evaluation	
Communication and interpersonal relationships	
Working in a cross-cultural context	
Practice across the lifespan	

Supervision Arrangements

Location of supervisor	<input type="checkbox"/> On-site <input type="checkbox"/> Off-site If off-site, student to liaise with placement organisation to nominate an on-site AHPRA-registered clinician to provide on-site support and complete the Consent to Provide Oversight form.
Style of supervision:	<input type="checkbox"/> discussion <input type="checkbox"/> observation of supervisor <input type="checkbox"/> observation of student <input type="checkbox"/> other _____
Method(s) of observing student performance:	<input type="checkbox"/> direct (mandatory requirement) <input type="checkbox"/> audio <input type="checkbox"/> video <input type="checkbox"/> other _____
Direct observation: Please advise how you plan to directly observe the student's practice?	
Support: Please advise how support will be offered to the student if immediate supervision is required (e.g., client crisis)?	
Supervisor's requirements of student (e.g. pre-placement preparation, caseload, agency requirements, willingness regarding particular goals etc.):	

Approved by:			
Placement site management (if applicable):			
Name			
Signature			
Date			
Field supervisor:			
Name			
Signature			
Date			
Additional supervisor(s):			
Name(s)			
Signature(s)			
Date			
Student:			
Name			
Signature			
Date			
UNE Placement Coordinator			
Name			
Signature			
Date			

Please see student clinical psychology manual for further detailed information

Outline of Placement Requirements

Rule A

Placement unit	Client contact hours	Supervision hours	Total hours
PSYC513*	100	60 (1hr per placement day)	300
PSYC523/534	150	25 (1hr every 2 days)	350
PSYC524/535	150	25 (1hr every 2 days)	350
Total	400	110	1000

*supervision is to be provided at a ratio of 1 hours per 7.5 placement hours for the first 180 hours, and 1 hour per 15 placement hours for the remaining 120 hours

Rule B

Placement unit	Client contact hours	Supervision hours	Total hours
PSYC533 (AS* for PSYC523/534)	100	40	300
PSYC513	100	40 (1hr per 7.5 placement hours)	300
PSYC524/535	200	30 (1hr per 15 placement hours)	400
Total	400	110	1000

*AS = advanced standing

Rule C – Psychologists with General Registration

Placement unit	Client contact hours	Supervision hours	Total hours
PSYC523/534	Students receive advanced standing (AS) for this unit		
PSYC514	150	36*	350
PSYC524/535	150	25 (1hr per 15 placement hours)	350
Total	350	50	700

*supervision is to be provided at a ratio of 1 hours per 7.5 placement hours for the first 180 hours, and 1 hour per 15 placement hours for the remaining 170 hours

MPSYAE

Placement unit	Client contact hours	Supervision hours	Total hours
PSYC534	150	23 (1hr per 15 placement hours)	350
PSYC535	150	27 (1hr per 15 placement hours)	400
Total	300	50	750

Placements are to be completed at a rate of 2, 3 or 4 days/week, to be negotiated between the student and the field supervisor. At a rate of 7.5 hours/day, the above hours equate approximately to 40 days in the UNE Psychology Clinic Placement, and 47 days in the 350 hour placements.

Supervision

Supervision of PSYC513/PSYC514 is to involve at least one hour of direct contact between the supervisor and student for each day (i.e., 7.5 hours) of placement for the first 180 hours, and 1 hour per 15 placement hours for the remaining hours. For all other placements, supervision 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 also group format. However, at least 50% of supervision is to occur in individual format.

****Activities that constitute supervision:***

Direct Individual Supervision:

- Any time students are communicating 1:1 with their primary or secondary supervisor and discussing client-related matters. This can include communication occurring face to face, Skype, telephone, or videoconferencing
- Students shadowing/observing their supervisor running a session/conducting an assessment (this can count as both client contact and supervision)
- When the student's supervisor observes the student in a session

Indirect Individual Supervision:

- Supervisor reviews any client-related work (e.g., reviewing of student notes, emails to clients, reports, scoring of psychometric assessments)

Group Supervision:

- Group Supervision is anytime you, one of the listed supervisors or an endorsed clinical psychologist and board-approved supervisor, and 1 other colleague engage in the following:
- Team meetings that focus on service provision to client/s
- Discussing clinical topics (e.g., evidence-based treatments, advancement in assessments)
- Discussion of cases

Client Contact Hours

Direct contact involves assessment, therapy, and contacts with other relevant informants (e.g. teachers, support workers, allied health professionals). Direct client contact can occur in individual or group contexts. Time spent in supervision and case conferences or presentations is not to be considered direct client contact.

Other Placement Hours

Other placement activities may include record-keeping, attendance at meetings, case presentations, research on client problems, and familiarisation with relevant aspects of the placement organisation/site.

Other Issues regarding Placement Hours

Naturally, some variation in hours achieved at each of the three placements may occur. It should be noted, however, that there is no provision for purposely undertaking extra hours at any one placement with the express purpose of reducing necessary hours at subsequent placements. Each placement has its own target hours irrespective of whether greater hours might have been achieved on previous placements.

It needs to be borne in mind that these are *minimum* requirements. Furthermore, achievement of target goals regarding hours in any one placement would not necessarily take precedence over other concerns, such as appropriate finalisation of assessment/treatment for an individual client or outstanding supervision matters, as being the criterion upon which the decision to finalise a placement is made.

Supervisor Obligations on Placement

Field Supervisors are required to oversee all activities of students on placement. This includes close monitoring and countersigning of all written material. Note that APAC General Accreditation Standard 1.10 states that "the supervisor has sufficient oversight of the student's practice." We recommend that this include supervisors countersigning all reports and case notes written by the student arising from training undertaken as part of placement.

Field Supervisors are also 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.

Please return this form to the Placement Coordination Team:

AskUNE@une.edu.au

Title your email: "Psychology Placements: Pre-Placement Documents"

Thank you to all Field Supervisors for your support of the UNE Master of Psychology (Clinical) program