

Psychology Doctoral Externship Training Handbook

2025 - 2026



Bronx Psychiatric Center

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WELCOME

Dear Prospective Applicant,

Thank you for your interest in Bronx Psychiatric Center (BPC) Psychology Doctoral Externship Program. We are glad you are considering our program in your search for an externship and welcome your application.

BPC is a behavioral health center responsible for providing borough-wide psychiatric services for a population of over one million people. BPC is part of a larger system of care that operates under the Office of Mental Health (OMH). OMH is a large, multi-faceted mental health system that serves more than 700,000 individuals each year. In addition to operating psychiatric centers across the state, OMH regulates, certifies, and oversees more than 4,500 programs operated by local governments and nonprofit agencies.

The aim of BPC's externship program is twofold: To train ethical and culturally responsive aspiring psychologists to deliver evidence-based treatment to a wide range of populations, including those with the most severe mental illness and limited resources; and to facilitate development of professional identity, progression towards internship, and refinement of longer-term career aspirations as a psychologist through didactic training, supervision, mentorship, and role modeling.

The Psychology Doctoral Externship Program aligns with BPC's mission of providing Hope and Recovery for individuals with mental illness by creating a safe and respectful treatment environment that emphasizes collaboration and support among staff, recipients, and their families. We offer evidence-based programs which respect the dignity, cultural differences, and self-worth of those we serve in the safest environment possible.

The Psychology Doctoral Externship Program offers two positions for a total of 16 hours a week and has an 8-month commitment (September-May). BPC welcomes all applicants from diverse backgrounds as this placement provides a very rich and diverse employee and patient population.

This handbook provides a comprehensive description of the training program, and we hope it gives you a clear notion of what our externship is like and answers questions you may have to determine if we are a good fit for this next chapter in your training. Externs are integral contributors to BPC's mission, and we are committed to providing you with an enriching educational experience. If you choose to apply, we believe that you will be actively engaged in a stimulating and challenging learning environment. We look forward to reviewing your application packet. Good luck!

The BPC Training Committee

HISTORY OF BPC

Bronx State Hospital opened in 1963 and then later in 1969 opened the Bronx Children's Hospital on the campus. The Campus was renamed as the Bronx Psychiatric Center while the children's hospital became the New York City Children's Center.

Construction began in 2008 on six new buildings to replace the outdated main structures. The 436,310-square-foot facilities included the Adult Behavioral Health Center, the Bronx campus of the New York City Children's Center, a Residential Village which provides transitional and supportive housing to adults with behavioral health issues, a central services building, and central utility plant. The adult behavioral health center was the first new adult inpatient facility designed and constructed for the NY State Office of Mental Health in the past 20 years. The new Bronx Behavioral Health Campus opened its doors in December 2015.

The new architecturally welcoming space defied the traditional look and feel of a mental health hospital by incorporating natural light from hundreds of windows surrounded by thoughtful landscaping, to help patients feel connected to the outside world. The modern mental health treatment environment was designed to provide services in a respectful manner within a safe, secure, and inspirational setting. The open design of the treatment units enables employees to provide better supervision of patients as well. The inpatient buildings feature secure outdoor recreation areas, cutting-edge electronic monitoring technologies, motivating educational settings, and comfortable living quarters. All treatment areas within the inpatient buildings were specifically designed to put patients at ease and provide a safe working environment for OMH employees. Additionally, the unique "treatment mall" concept was implemented to promote independence and socialization.

There are current plans to redevelop the land surrounding the campus to expand the existing Hutchinson Metro Center, adding nearly 2 million square feet of medical and other commercial offices, college/trade school space, accessory residential space, retail, and a hotel. The Project includes the replacement of four existing baseball fields with two new, state-of-the-art baseball diamonds and accompanying amenities, publicly accessible walking and bike paths, and other new open space amenities. New roads will also be constructed to provide circulation within the Development Site and connections to the existing street network. New bike and pedestrian paths will connect visitors to the future Morris Park Metro-North station nearby.

New York State Announces Opening of \$350 Million Bronx Behavioral Health Campus. (2016, January 19). ny.gov. <https://www.dasny.org/index.php/news/2017/new-york-state-announces-opening-350-million-bronx-behavioral-health-campus>

Bronx Psychiatric Center Land Use Improvement Project. ("n.d"). ny.gov. Retrieved October 19, 2023, from <https://esd.ny.gov/bronx-psych-redevelopment-project>

BPC before construction



BPC after construction



OVERVIEW OF BRONX PSYCHIATRIC CENTER

The services offered at BPC span a continuum of care, which includes intermediate inpatient treatment, an outpatient mental health clinic, Assertive Community Treatment (ACT) team, Safe Options Support (SOS) Team, Mobile Integration Team (MIT), Family Care residential services, and a Transitional Living Residence (TLR). The mission of BPC is to provide an integrated system of treatment to facilitate hope and recovery of individuals diagnosed with serious mental illness. In partnership with recipients, their families, and the community, we offer choices for evidence-based programs that respect the dignity, cultural identity, and self-worth of those we serve.

We specialize in treatment of individuals living with severe and persistent mental illness. The folks we serve have significant social and self-care impairments that make it difficult for them to function in the community. Additionally, many of our individuals experience disenfranchisement and marginalization because of systemic racism, stigma, discrimination, or other forms of cultural bias. Most of our population have experienced some form of trauma. Many also struggle with substance use, severe character pathology, and/or justice system involvement. BPC is committed to providing culturally informed and sensitive care. As a public health institution, our doors are open to all in need regardless of documentation status or ability to pay.

The inpatient facility (where the externship program is located) consists of six 26-bed units for a total population of 156. Each unit is staffed by a multi-disciplinary team, including a psychologist, psychiatrists, social workers, nurses, recreation and rehabilitation staff, peer specialists, medical professionals, and direct care staff. Patients are admitted from a variety of sources, including community hospitals, other OMH facilities, and jail/prison. One of our units serves patients who are primarily Spanish-speaking. Two units are all-male, and the rest serve all-genders. One unit, 3 North, is affiliated with Albert Einstein Medical School. The unit hosts a 4-month rotation for 2nd year psychiatry residents and a 6-week clerkship for 4th year medical students. Psychiatry residents from Creedmoor Psychiatric Center also serve 1-month rotations on one of the other units. Trainees from other disciplines, including nursing, physician assistants, creative arts therapies, and social work throughout the facility. Thus, externs have opportunities to interface with other learners from multiple professions.

The individuals in our care are offered a variety of treatment modalities, including medication management, group & 1:1 psychotherapy, recreational activities, medical care, and discharge planning. Most individuals will be discharged within three to six months. However, some folks require a longer length of stay. A small percentage of our population are committed under the Not Guilty by Reason of Mental Defect law. These individuals have committed a crime—usually violent—and received treatment in a highly secured facility before stabilizing to the degree that they are discharged to our facility to complete their treatment and work towards reintegration in the community.

When any individual has reached discharge readiness, the clinical team partners with our Discharge Planning Unit (DPU) to identify a robust aftercare plan that meets the individualized needs of the person. To prevent the need for re-hospitalization, we do not discharge people until we have connected them with appropriate housing, mental health, and medical care in the community.

The Role of the Unit Psychologist

Each unit has one full-time psychologist. Psychologists provide treatment and assessment to individuals and their families, as well as consultation and training for other staff. Psychologists provide evidenced-based group therapy in specialized domains, such as DBT, CT-R, forensic issues, trauma, mindfulness, cognitive remediation, and the like. Psychologists also conduct functional behavior analyses and help to create Positive Behavior Support Plans for individuals who display problematic behaviors. Where appropriate, psychologists provide individual psychotherapy. Psychologists also provide neurocognitive, psychodiagnostic, and personality assessment, as well as trauma and violence risk assessments. The unit psychologist may also prepare forensic reports or testify at the Hospital Forensic Committee. Psychologists participate in T.C. meetings and engage all

individuals in the therapeutic milieu. In collaboration with the multi-disciplinary team, psychologists participate in all aspects of treatment and discharge planning.

OVERVIEW OF THE EXTERNSHIP PROGRAM

The psychology externship program at Bronx Psychiatric Center offers comprehensive training for the study and treatment of severe psychopathology in a public health setting. We are part of NYNJADOT and adhere to its guidelines set forth via the National Matching Service (NMS). Our externship program has been a mutually positive experience for both externs and staff. Since 2003, we have hosted over 40 externs from various graduate programs. We take pride in fostering professional growth and hope to provide externs with a training experience that enables them to discover their own style as a clinician.

Our program exposes externs to a broad base of therapeutic approaches, as well as opportunities to assume responsibility for a variety of therapeutic activities. We adhere to the philosophy that the clinical practice of psychology should be grounded in theory and evidence-based interventions. Our approach to assessment, psychotherapy, and training is integrative: the best treatment is one that selects techniques suited to a person's needs from a variety of therapeutic orientations. Our treatment incorporates psychodynamic, object-relations, and attachment-based case conceptualization with pragmatic, solution-focused, cognitive and behaviorally based interventions. The training program facilitates opportunities for externs to become "apprentice psychologists" on their assigned units, in addition to providing individual therapy, groups, consultation, and assessment throughout the facility.

Time and Attendance

The externship program begins the first Monday after Labor Day and ends the week before Memorial Day. Two full-time, on-site days (16 hours total) are required. Externs are thus expected to complete a minimum of 500 hours. Mondays are required and the second day may be determined by the extern and their primary supervisor. Externs may choose either an 8:00-4:30 schedule or 8:30-5:00 with a one-hour lunch break. Externs are encouraged to take scheduled time off for self-care and are permitted to take time off with prior approval for internship interviews or other school-related activities that cannot be re-scheduled. If sick, externs should not come to the facility. Although we have historically been flexible and accommodating in granting time off, externs should also consider the clinical needs of their individuals, as well as their own training needs. The end date of externship may be extended for excessive absences. Externs may also be asked to make up missed days by coming in on alternative days. It is important for externs to notify both their primary supervisor and the Externship Coordinator, Dr. Ostolaza, of any absences or tardiness. Externs are expected to keep track of their hours, which will be verified weekly by their supervisor. Externs are not permitted to be on site unless a supervisor is present.

Extern Duties:

Individual Psychotherapy

Externs will be assigned a minimum of two long-term psychotherapy cases. In collaboration with the individuals receiving therapy, externs may choose to meet either weekly or twice weekly for sessions.

Enhanced Mindfulness Training with Virtual Reality

Externs are encouraged to utilize Virtual Reality 2x per week with an individual patient to learn and practice mindfulness skills in a fully immersive experience. The VR headset employs an app that

includes sights and sounds meant to focus and calm patients to increase positive mood and attention and decrease stress and anxiety.

Group Psychotherapy

Externs will initially co-facilitate at least two groups with one of the clinical supervisors. As the extern's comfort and competency within the group increases, the supervisor may assign externs to lead the group together without the supervisor, an intern, or an extern may partner with staff or trainees of another discipline to lead a group.

T.C. (Therapeutic Community) Meetings

These are held twice per week on most units. All staff and all individuals are invited. T.C. Meetings originate in the concept of "milieu therapy," which proposes that all aspects of the hospital environment should be therapeutic. Meetings serve as a forum to discuss topics that effect the hospital community. The date and time of these meetings varies by unit. Externs should attend if a meeting is scheduled during the time they are here.

Morning Rounds

Depending on the unit, rounds start promptly at either 8:45 or 9:00 every morning. During rounds, the clinical team gathers to review the Nursing Report from the previous 24-hours. The report describes any unusual incidents, medication issues, or other noteworthy events. Try to save any questions and comments until the end of report but DO ask questions and make comments! Morning rounds is one of the few times when the entire team is together. This is the time to announce groups or meetings you have scheduled for the day, or to report any updates/concerns.

Assessment

Externs will be assigned assessments, including violence risk, neurocognitive, and personality assessments on a rotating basis. Externs provide assessment throughout the facility, not just on their assigned units. Assessment batteries should be approved by the assessment supervisor prior to beginning testing. Additionally, raw data should be provided to the assessment supervisor for review before interpretation. It is strongly recommended externs discuss their assessment findings and conceptualizations in supervision prior to starting on their reports.

A note about the use of AI: Externs may NOT use AI resources without discussing their proposed use with the testing supervisor. Most AI systems are not HIPAA compliant and even "deidentified" data may be stored in the system and lead to privacy breaches and other unethical results. At the same time, there may be instances where AI can be used to generate recommendations or organize complicated data. Prior to taking any action, externs must get clearance from a supervisor.

Charting and Documentation

BPC does not have a true electronic medical record. Most documentation is completed in a computer application called MHARS, printed out, and then filed in a physical medical record kept in the nursing station. Externs will complete progress notes monthly for the people they treat in individual therapy and may be assigned to write notes for people in their groups. A supervisor must review and confirm all documentation in MHARS. Externs are encouraged to keep track of their due dates and notify the supervisor when the note is ready for review. Upon arriving on site each day, externs should review the chart for their individuals to note any salient issues that have transpired since the last meeting. It is advisable that externs review the charts for all members of the treatment unit during their first few

weeks to get a sense of each person's presenting issues. Externs may also be asked to assist with completing treatment plans and other documentation.

Case Conferences and Presentations

Externs will have the opportunity to present one of their individual therapy cases to the hospital community. The purpose of the conference is to demonstrate ability to conceptualize and discuss a patient in a multi-disciplinary context, as well as an opportunity to get feedback and recommendations for ongoing treatment. Externs have the option to present a second case conference on an assessment case, or to conduct and present a literature review on a topic salient to this treatment setting.

Milieu Therapy

Although you will be assigned specific individuals for therapy, you are working with every individual on the unit. Whenever you have a free moment, spend time interacting with and getting to know all the members of the milieu. This may include simply saying hello and asking them about their day, playing games, listening to music, using the unit iPad with an individual, offering to take a walk with them, etc. At the same time, your supervisor will advise you if there are any individuals with whom you should keep your distance due to safety concerns.

SAFETY

The safety of individuals in care and staff (including externs) is a top priority. Like any workplace, accidents and hazardous events can happen. Additionally, while most of the people in our care are non-violent, some can become dysregulated or engage in purposeful acts of aggression. Prior to externship, students must complete a four-day course called Therapeutic Relationships and Universal Safety Precautions (TRUST). The course will discuss the concept of trauma-informed care and best practices to engage with individuals that minimizes risk for re-traumatization. Also provided is training in preventing and managing crisis situations, including self-defense skills. Only TRUST approved techniques may be used in the facility. Staying mindful will help you avoid most unsafe situations. Keep in mind the level of acuity may be different across units.

- **Codes:** If you hear “3030,” “4040,” “5555,” “Code Blue” or other announcements and you are on the unit, stop what you are doing to assess the situation. If you are in a conference or group room, remain where you are. We prefer externs NOT get directly involved in de-escalating crises. If you see that other staff have responded, look for a safe egress from the unit or assist staff with maintaining calm on the unit while staying far away from the “action.” If you observe a crisis (e.g., fighting, assaults, self-harm, etc.) you should immediately alert any nearby staff and call Safety on a unit phone. Identify yourself and the location of the crisis and ask them to call a code for you. If YOU are in danger, stay mindful of your resources: yell for help, use your PAL, look for an escape route. Remember there is no shame in running away!
- **Keys and IDs:** Always wear your ID and PAL on the breakaway lanyard. Never leave your keys on a table or desk. While in the building, do not keep your keys on your lanyard: someone can grab your keys to use as a weapon or to elope. Bending down to unlock a door with your keys around your neck also puts you in a vulnerable (and embarrassing!) position. If you lose your keys, call Safety immediately.
- **Entering & exiting the unit:** Do not use the “forbidden door” in the clinician suite to enter the ward. Most of the time, your safest point of entry will be through the nurse’s station. Look over your shoulder before leaving the unit to make sure no one is following you.
- **Personal property:** Leave any of your personal items in your desk area. This includes your cellphone.

Stay mindful of anything you bring onto the unit with you and make sure it stays in your control. Your supervisor will review which items are considered contraband and not allowed on the unit. Do not bring food or drink onto the unit.

- **Meeting with individuals:** Let staff know when you will be meeting alone. Do not meet alone without your supervisor's approval. If you are at all uncomfortable, keep the door open and meet at time when you believe there will be staff around. Position yourself near the door leaving a clear escape route for both you and the individual. Be aware of what the person is experiencing; people rarely go from calm to agitated with zero warning. If things get too tense, end the meeting. Please note that externs are not permitted to take individuals in care off the unit without a "regular" staff present.
- **Interactions with people in care:** Keep a safe (e.g. 6 feet) distance when engaging. Do not give anyone anything without supervisor approval. If someone tries to give you something, notify your supervisor immediately. Remember TRUST rules about touching; there will rarely be need for you to touch people in care or for them to touch you. If an individual tries to shake hands or touch you, redirect them to a "fist bump" or "elbow bump" if you are comfortable with that. A simple "No" or "Stop that" is also appropriate. Do not unlock bedrooms without approval from floor staff or supervisor. Never enter anyone's bedroom.
- **Dress Code:** In a perfect world, everyone would behave perfectly regardless of how someone is dressed. However, this is a psychiatric facility treating folks who struggle with impulse control, social skills, and boundaries. Use good judgment and maintain a professional appearance. Please keep all your important parts covered! Wear sensible footwear and avoid dangly jewelry, scarves, neckties, and anything that can be grabbed.
- **Outside the building:** Do not leave valuable objects in your car. Park only in designated areas. Maintain situational awareness when in the parking lot, walking on the grounds, or walking to the train. Remember that your PAL also works on the outside campus. You may want to program the phone number for Safety (929-348-3444) into your cellphone. If you see suspicious activity on the grounds, you can easily call to report it.
- **Accidents or injuries:** If you are involved in any kind of accident or any kind of incident, notify your supervisor right away and report to Clinic B (Employee Health).

COVID AND HEALTH ISSUES

If you are ill, do not come on site. If you become sick while at the facility, notify your supervisor. Face masks are not required but may be worn. If an individual or staff tests positive for COVID, the unit will be quarantined. While working on quarantined units, all staff must wear either face shields or goggles in addition to masks. Face shields and masks are available from Central Nursing on the 1st floor. Free flu shots are offered to all staff and volunteers starting in the Fall.

CLINICAL EMERGENCIES

If you encounter a high-risk situation, such as self-harm, threats, possession of contraband, altered mental status, acute medical issues, etc., notify someone right away. Who you notify first may depend on the nature of the situation but thinking through the issue logically will help inform your response: if an individual is in pain or in need of medical attention, notify the charge nurse. Suicidality & aggression should likely be reported to the chart nurse & direct care staff first, then the treating psychiatrist. In all cases, notify a supervisor as soon as possible. When in doubt, tell SOMEONE and ask for further guidance.

SUPERVISION AND CURRICULUM

Supervision

Supervision is integral to our training program. Teaching through intensive individual and group supervision is essential to the development of good clinical skills and the maintenance of professional standards and procedures. On a weekly basis, each extern will receive a minimum of one hour of direct, one-to-one supervision with their primary supervisor in addition to an hour of peer supervision with an intern. You may also receive group, assessment, or “other” supervision with a member of the training faculty, depending on your assigned duties. Our program is unique in that you are offered mentorship from a multi-disciplinary team.

At the beginning of the year, the student and supervisor will complete a supervision agreement detailing the expectations and responsibilities for each party in the supervisory relationship. Externs should come prepared to supervision to discuss cases, concerns, and questions. Taking a moment to center yourself before supervision will help you to remain open and get the most out of supervision. Outside of scheduled supervision, feel free to contact a supervisor for any urgent concerns or emergencies. We are here to support, teach, and help you. Let us know whenever you need anything!

- **Live Supervision:** At least 4 times per semester, your supervisor will sit in on your therapy or assessment sessions to observe and provide you with feedback on your abilities. Externs are not permitted to record sessions. Thus, live supervision provides the best opportunity for the supervisor to monitor the case.
- **Process Notes:** Otherwise known as “case notes,” these are a summary of your session, including your observations about transference/countertransference issues, the individual’s response to interventions, etc. These should be completed ASAP following the session and given to your supervisor. Most externs prefer to simply send the supervisor an email with their notes.
- **Evaluation and Feedback:** Externs have a right to frequent and ongoing feedback about their performance. The supervisor will provide informal feedback during weekly supervision sessions, as well as “in the moment” feedback as pertinent. At the end of each semester (at a minimum), the student will receive a formal competency evaluation using both the BPC Extern Performance Report and whatever form is preferred by your graduate school. Externs will have the opportunity to review, discuss, and offer feedback relating to the evaluation form. At the end of each semester, students will also be given an opportunity to complete an evaluation form of the training program.

Didactic Seminars

Each week, externs will participate in a didactic seminar presented by a member of the training faculty or invited lecturer. While a variety of topics will be presented, the emphasis is on clinical work with the severe and persistently mentally ill population. It is the expectation that externs arrive on time, actively engage by asking questions, contribute to the discussion, and read any materials provided before or after.

Other Training/Learning Opportunities

(Note: Unless specifically directed by the training faculty, these are optional)

Internship Didactics

These are held weekly every Friday and cover topics related to APA competencies as well as topics specific to the OMH population and treatment settings. Many are held virtually and thus externs can participate even if not on-site.

Hospital Forensic Committee (HFC)

This committee, made up of BPC clinicians, is part of due process for CPL 330.20 individuals who may be seeking additional hospital privileges or conditional release, or who require justification of their ongoing retention in the facility. Externs are invited to observe, ask questions, and offer comments during the proceedings. Externs may also prepare and present reports to the committee.

Psychiatry Resident Case Conferences

Our psychiatry residents present their cases to an outside discussant during their rotations. These are usually held on Wednesday mornings. Externs are invited to participate when available.

Montefiore Medical Center Grand Rounds

Externs are invited to attend the weekly Department of Psychiatry and Behavioral Sciences Grand Rounds series. Distinguished presenters from throughout the country speak on diverse topics in psychiatry and psychology. Grand Rounds take place virtually on Thursday mornings, so externs may participate even when off-site.

BPC/OMH Grand Rounds

These are monthly presentations by outside speakers on a particular clinical topic relevant to OMH treatment populations or issues. Usually held on Wednesday afternoons, they are now offered virtually which allows for remote participation even when off-site.

Recovery Oriented Cognitive Therapy (CT-R) Trainings

OMH has a partnership with the Beck Institute to offer trainings in CT-R. Topics include: engaging individuals about their treatment plan, community reintegration, substance use, addressing trauma, etc. These trainings are pre-recorded and can be viewed on-demand.

Department/Staff Meetings

Depending on their schedules, externs may also participate in monthly Psychology Department meetings, discharge planning, treatment planning, team conferences, family meetings, and other events scheduled in the facility.

Furloughs with Patients

A small number of our patients have privileges to attend community re-integration furloughs. When possible, externs may be able to accompany patients on community outings. This is a great way to observe patients in a different setting and promote social interaction and psychiatric rehabilitation.

Field Trip to the Living Museum

The Living Museum, which is located on the grounds of Creedmoor Psychiatric Center in Queens, New York, is an art studio and the first museum in the United States dedicated to presenting art produced by people with mental illness. Externs will explore the therapeutic properties of art as a healing tool for recovery.

RESPECT POLICY

It is the policy of BPC and our externship program to treat all individuals, their families, staff, and visitors with courtesy, professionalism, and respect. During training, externs will interface with psychiatrists, physicians, social workers, rehab staff, nurses, residents, medical students, other psychologists, housekeeping staff, safety officers, and many more personnel who help the facility to operate. Learning with work with other disciplines productively is a skill that you will use for the rest of your career. Effective communication is essential. In addition to you, each patient is also working with other members of the treatment team. It is important to communicate with other providers and to keep them involved of salient issues. Most importantly, make a point of checking in with the Mental Health Therapy Aides (MHTAs) each day. These direct care staff spend the most time with individuals and are an invaluable source of information. Many of them have worked here longer than you have been alive! Show them respect and treat them well: their job is not easy. With all staff, maintain a friendly, positive attitude.

ETHICS

We adhere with the APA Code of Ethics in addition to published APA guidelines on multiculturalism, working with gender nonconforming and sexual minority populations, assessment & evaluation and other relevant topics. Copies of the codes and guidelines will be provided for externs to review and discuss with their supervisors. Externs attend new employee orientation prior to starting externship, where most of the facility policies and procedures will be explained. Ongoing supervision and training will be provided. Externs shall respect the rules of confidentiality for all individuals and their families. Externs are not permitted to take HIPAA-protected information off-site. This includes emailing information to recipients outside of BPC.

CONCERNS OR GRIEVANCES

Disagreements, complaints, and problems are opportunities to learn and grow. Externs are expected to be proactive in communicating any concerns about their training with their primary supervisor as soon as possible. If the extern receives an unsatisfactory response or feels the issue cannot be addressed with the primary supervisor, the extern may request a meeting with the Externship Coordinator, Dr. Ostolaza and Dr. Blackham, Chief Psychologist. If the complaint or issue involves Dr. Ostolaza or Dr. Blackham directly, the extern may then request a meeting with Director of Operations, David Scott, and another member of the training faculty or psychology department. If indicated, the extern's training director may also be involved in resolving grievances.

REMEDIATION

If the supervisor and training faculty become aware of personal or professional limitations that may impede an extern's future professional performance, the training faculty and the extern will develop a remediation plan in a timely manner that allows the extern an opportunity to improve their performance or address issues that interfere with their performance. The extern's graduate school will be notified of a formal remediation plan.

SELF-CARE

Working with severely impaired individuals in the complex environment of the public health system can be rewarding and poignant, while also being challenging and frustrating. There are times you may feel hopeless on behalf of your individuals or your ability to help them. You may feel angry at the "system" and at what seem

like arbitrary or counterproductive policies. This is not an easy place to work or train! Keep in mind that both individuals AND staff have experienced trauma in the facility and are coping as best they can. Talk about your feelings and experiences with your supervisor, your fellow trainees, and other folks in your support system. Do your best to make time for relaxing and pleasurable experiences in your busy graduate student schedule. While on site, take advantage of the Staff Wellness Lounge on the 1st floor. Complimentary coffee, tea, and (occasionally) snacks are available. There is also a massage chair, ping pong table, newspapers, and magazines to enjoy when you need a bit of down time. When the weather is nice, take your lunch outside to the Recreation or Fresh Air Parks. You may also utilize the break rooms on each unit or in the 1st Floor Clinician Suite. Take a walk around or off campus. There is a health store that makes smoothies and a Dunkin' Donuts close to campus that is popular among BPC staff. Finally, remember that a key component of self-care is showing up for yourself every day and treating yourself with kindness and compassion. Take stock of your successes and welcome your challenges as opportunities to grow!

ATTESTATION:

I have read the BPC Externship Handbook, including APA Ethics Code, and was offered an opportunity to ask questions regarding the content with my supervisor.

Extern

Date

Supervisor or Externship Coordinator

Date

Chief Psychologist

Date

Bronx Psychiatric Center

1500 Waters Place

Bronx, New York 10461

(718) 931-0600



Office of Mental Health
Bronx Psychiatric Center