

# MPC Internship Requirements

## **Attend daily Morning Rounds, Team Meetings, and at least one TC Meeting per week.**

Each Ward has Daily Rounds which typically begin at 8:30-8:45 and go until around 9:30. At these Rounds, the Team reviews the ward's Acuity Report, which is an electronic database of relevant patient activities, from the last 24 hours. It's important to be at these meetings **every** day as it is your opportunity to become up-to-date on the latest events on the ward. If you cannot be present on a given day, you need to get your supervisor's approval first.

In addition, each Team has 2 weekly Team Meetings in which several patients' Treatment Plans are reviewed and updated. As the year progresses, you will become integrated and integral members of your Teams and be very involved in Treatment Planning and Primary Care leadership on your wards. You need to attend these meetings on your ward, preferably both, but at least one per week. They typically run from 3:30-4:30 2 x's/week.

Finally, each ward has 2 TC Meetings per week, which are meetings in which the entire ward (both patients and staff) meet in order to discuss issues relevant to the ward, build cohesiveness, and hopefully have fun! You are part of the Team, so make sure you attend at least one of these meetings per week. They take place as part of the Treatment Mall schedule and you can find out exactly when the Meetings on your particular ward take place from your supervisor.

## **“Observation” group**

The “observation” group is a unique training experience in which you will have the opportunity to run a process oriented group together with a senior group leader while being observed by your colleagues. This group will run once/week and will be followed by a supervisory session in which you will have the opportunity to “process” the group, as well as review didactic materials related to group psychotherapy.

## **Maintain 3-4 patients for Individual Psychotherapy**

Your individual psychotherapy patients can be patients from your ward or from any other wards throughout the hospital, although the first pt you start with should be from your ward. As soon as you get onto your wards and begin reviewing charts and learning about the patients, be thinking about possibilities for individual psychotherapy. Your supervisors can also supply you with names, as can the Director of Psychology. You are required to see your patients at least weekly and to maintain a caseload of 3-4 throughout the Internship year. You are also required to write regular (at least monthly, but as often as clinically indicated) progress notes for each of your patients, have them signed by your supervisors, and provide verbal feedback to Teams on an as needed basis re: your patient's progress in psychotherapy. At the end of the year, you must complete a detailed summary of treatment for each of your patients.

Additionally, once per week you will be spending the morning (2 Interns at a time, for a period of six months) in the Out-Patient department (OPD) Clinic. There you will see 1-2 patients weekly for psychotherapy, as well as run one group, together with a Psychology supervisor.

### **Complete all assigned Intakes**

Intake assessments are assigned on a rotating basis, but expect to be assigned one every 10-15 days. These include a number of culturally-oriented items, as well as items relating to their experience of their illness and understanding of recovery. At the end of the form, you are to determine whether the pt requires further screening using a number of hospital screening measures. If any of these are marked in the positive, these need to be completed as well. You have 5 days from the date of admission to complete the Psychological Assessment and any associated screens, and this includes the date of admission (so, for example, if a pt. is admitted late on a Wednesday, the assessment is due Sunday evening). These time lines are monitored by Utilization review and are not negotiable. Your ward supervisor will be supervising these assessments. Please note that you can expect to be assigned Intakes until the last week of the Internship.

### **Complete at least six general, referral-based testing batteries**

Interns must complete several briefer, focused assessment batteries throughout the year, and at least three of these must be comprised of larger, more comprehensive batteries as well. This includes administration, scoring (we have several e-scoring programs both at MPC and Kirby), interpretation, write-ups and feedback to both the patient and to the patient's Team. All referrals for testing are sent to the Director of Psychology, so speak to him if you are looking to start testing a patient. Testing can include cognitive, neuropsychological, academic, and personality testing, and a comprehensive testing library is maintained on M1A for your use. All test reports must be co-signed by your supervisor and a copy must be placed in the patient's chart. All raw data, as well as a copy of the report, must be given to the Director of Psychology.

### **Complete all required paperwork, including, but not limited to, assigned Comprehensive Progress notes, Monthly Progress notes, Termination Summaries, Transfer Notes, etc.**

All on-going Psychotherapy requires at least monthly progress notes. However, notes must be written any time there is relevant information that the patient's Treatment Team needs to know. In addition, electronic data sheets for all groups must be completed in a timely fashion. These progress notes are important because you will often be treating patients who are not on your assigned ward. These communications are the only reliable way to ensure that your pt's Treatment Team knows about progress. These forms are available on the IslandWeb, and intra-net site, which you will have access to.

Termination notes/ summaries must be written on every pt whom you treat in individual or group psychotherapy.

Comprehensive Progress Notes are part of Primary Care responsibilities. These will be explained and assigned to you by the supervisor on your ward, but expect to follow and document primary care notes on approximately two patients throughout the year.

### **Involvement with all Evidence-based treatment electives**

These modalities of treatment include: Sex Offender Treatment, Trauma Treatment, Cognitive Remediation, Dialectical Behavior Therapy, Hearing voices group and Supervision of Externs. With the exception of Supervision of Externs, these all take place in a group format and meet either once or twice weekly. Each has a required weekly or bi-weekly supervision group.

### **Attend all required supervision**

Weekly, individual supervision occurs with your 1) ward supervisor, 2) individual psychotherapy supervisor, 3) testing supervisor. Interns are required to attend and be prepared for all scheduled supervisory meetings.

In addition, there is either weekly or bi-weekly supervision for all evidenced-based treatment modalities.

### **Attend two weekly seminars**

There are two Seminars which run throughout the Internship year. The first takes place on Monday afternoons. Once a month, during this time slot, you will be discussing Neuropsychological Testing with Dr. Susan McGurk. The other times will be used for “Supervision of Supervision” or a chance to discuss your role as supervisor of externs’ testing cases.

The second Seminar takes place on Thursdays at Noon. Once a month, during this time slot, you will be discussing Psychopharmacology with Dr. Marissa Kaminsky. The other times will be used for various other “mini-series” seminars throughout the year, such as ethics, multi-cultural issues, professional development, psychopathology, program consultation, etc.

### **Monthly Clinical Discussion**

On the 4<sup>th</sup> Tuesday of the month the entire Department meets for a clinical discussion of a pre-determined topic. Interns are expected to attend, as well as to present, throughout the year. The Department of Psychology also meets on the 2<sup>nd</sup> Tuesday of the month for an administrative meeting. Interns are not required to attend this meeting.

### **Supervision of externs**

Each Intern will supervise an Extern throughout the year in testing. Additionally, we will meet twice per month for “Supervision of Supervision.”

The other two weeks per month will be dedicated to peer supervision for your psychotherapy cases.

### **Attend weekly Case Conference**

There is a Case Conference scheduled at MPC in the Learning Center on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month from 3:30-4:45 PM. Interns are required to attend this Conference, and also to present at this conference twice throughout the year (once presenting a historical overview of a patient and once presenting a testing of a patient). You will work on this together with your ward supervisor and another Intern).

### **Attend Intern “Process” Group**

Dr. Jonathan Keigher, Director of Forensic and Legal Affairs, leads a weekly process groups for Interns to process their experiences while on Internship, gain support, etc. Typically, this meets on Mondays at 12-1 PM. Interns are required to attend this group **each** week, but you cannot miss more than five sessions throughout the year.

**If anyone has any concerns with these requirements, please make sure to raise them to the DOT asap.**