

The Department of Educational and Counselling Psychology's (ECP) mandate is to access field work/placement and internship sites for our Counselling Psychology and School Applied/Child Psychology students that will provide them with a general psychotherapy experience. This encourages a variety of skills and modalities in the field of psychotherapy and assessment. Using this form, ECP's Director of Clinical Training (DCT) will assess all new and existing clinical sites for field work/placements and internship placements for doctoral students pursuing our degree programs.

AUTHORIZED PERSON FROM THE PLACEMENT SITE (DIRECTOR)

Last Name, First Name	<i>Full name of authorized person completing this form</i>
Title Position	<i>Title/position of authorized person</i>

SITE CONTACT INFORMATION

Name	<i>Please insert legal name of Site</i>		
Email Address			
Telephone Number			
Website			
Site Address		Province	
City		Postal Code	

OFFICIAL SITE CONTACT

Please provide the name and contact information of the official contact person whom students should contact when applying for a placement at the site.

Name	
Title/Position	
Email	
Phone Number	

SITE DETAILS

Please indicate the number of student trainees you can accept each academic year

Field work/placement		Internship	
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SITE DETAILS (cont.)

Please check all applicable boxes

Population served and services provided:

Individual	Adults
Couple	Elders (65+)
Family	Indigenous
Pre-school (under 5)	LGBTQIA+
Children (5-11)	Youth
Youth (12-18)	Other

SITE EXPERIENCE

Does the site provide any assessment experience?

No	Yes - <i>please specify the type:</i>
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This section refers to the experience students will gain at the site.

Applicable Assessment Experiences (*Check all that applies*)

Autism Spectrum Disorder evaluation
ADHD evaluation
Psychoeducational evaluation
Developmental evaluations
Intellectual Disabilities evaluations
Learning Disability evaluations
Maltreated populations/trauma assessments
Risk assessments
Other - Please specify:

Applicable theoretical orientations (*Check all that applies*)

Cognitive Behavioural Therapy (CBT)
Existential-humanistic
Psychodynamic Therapy
Systemic-interaction
Other - Please specify:

Does the site take into consideration the student's previous experience when assigning clients to the student?

Does the site provide any group/family therapy experience?

Does the site agree that all **field work/placement hours** will begin by September 1 and end by August 31, annually?

Does the site agree that all **internship hours** begin by September 1 and end by August 31, annually?

How many total hours can your site provide to

Field work/placement students		PhD internships students	
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How many total hours of **direct contact with clients** can your site provide to

Field work/placement students		PhD internships students	
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What is the usual **ratio** of supervision received by students

1 hour of supervision per	direct client hours (Field work/placement)
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1 hour of supervision per	direct client hours (Internship)
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Is the supervision offered as one consecutive hour?

Yes	No – <i>please explain further:</i>
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Are all supervisors licensed psychologists?

Does the site agree that all practice will be conducted in accordance with the **Ordre des psychologues du Québec (OPQ)** (<https://www.ordrepsy.qc.ca/>) regulations and the *Manuel d'évaluation des programmes de doctorat en psychologie*?

Yes	No – <i>please specify:</i>
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Does the site agree that all practice will be conducted on site in-person, as per l'**Ordre des psychologues du Québec (OPQ)** (<https://www.ordrepsy.qc.ca/>) regulations, and that any telepsychology or therapy online with a student must only be exceptional?

Yes	No – <i>please specify:</i>
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SIGNATURE ATTESTION OF AUTHORIZED SITE CONTACT

By signing below, I hereby acknowledge that I have completely read and fully understand this document. I affirm and certify that all the information and answers to questions herein are complete, true and correct to the best of my knowledge and belief.

Name	
Title/Position	
Signature	
Date	

Note: All supervisors must also complete the supervisor form