



## M.S / Ph.D. PROGRAM

### EXPECTATIONS OF CLINICAL EDUCATION STUDENTS M.S./ Ph.D. PROGRAM IN PASTORAL COUNSELING

The **STUDENT** is expected:

1. To be involved clinically about **fifteen to twenty (12-15) hours per week** (Seeing approximately six to eight **(6-8) clients**).
2. To be punctual, responsible, and professional at all times.
3. To meet with **two individual supervisors**:
  - a. Agency supervisor
  - b. Loyola supervisor (This is in addition to the small group supervision at Loyola.)

Each of these two different supervisions (a and b) is to meet for one hour each week for at least 10 weeks each semester. They are to be at a set time and on a set day.

4. To write reports in a timely manner (Agency and Loyola) and a self-evaluation at the end of each semester (Loyola).
5. To commit himself/herself to the agency for the fall and spring semesters, and the first summer session. (Usually from September 1 - June 30) If starting in spring semester, the student will need to continue through July.
6. To evaluate the agency and supervision at the end of the spring semester.
7. To inform the Director of M.S./C.A.S. Clinical Education whenever there is a change of supervisors at the agency (or the agency name changes).
8. To see clients only on the premises of the agency (or as designated by the agency) and only during regularly established client hours.
9. To handle the resolution of any difficulties or conflicts which arise at the agency in a professional manner; the Director of M.S./C.A.S. Clinical Education is available to assist in this matter and should be notified as soon as possible.



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### EXPECTATIONS OF CLINICAL EDUCATION SUPERVISORS M.S./Ph.D. PROGRAM IN PASTORAL COUNSELING

The **AGENCY SUPERVISOR** will be expected:

1. To provide a complete orientation of the staff, facility, rules, regulations, and procedures of the agency.
2. To see that the student has a client load of six to eight **(6-8) clients** as soon as possible (each client problem appropriate to intern's clinical level). It is hoped that some clients will provide long term counseling experience. If either of these situations does not appear likely, the student and the Director of M.S./C.A.S. Clinical Education should be informed by mid-semester.
3. To provide an hour of clinical supervision weekly at a set time and on a set day. Ten hours of individual supervision are expected each semester, and only at the agency.
4. To write a one-page evaluation at the end of each semester according to the specified form. The evaluation is to summarize the feedback from the semester-- both positive and negative. Note any major difficulties the student may be having (with clients, agency personnel, other interns, etc.), bring to the student's immediate attention and, if necessary, to the attention of the Director of M.S./C.A.S. Clinical Education. There should be no surprises when the final evaluation is submitted.
5. To **share** his/her evaluation with the student **prior to** sending the evaluation to the Director of M.S./C.A.S. Clinical Education.
6. To return the evaluation **by the specified date**. A grade cannot be given to a student until the supervisor's evaluation is received.
7. To attend the fall Supervisor/Director/Faculty luncheon early in November which provides an opportunity to meet with the student's small group supervisor.
8. To negotiate school vacation periods with the student so that a responsible counselor-client relationship is maintained. Students have two weeks off for Christmas and one week for Thanksgiving. An additional week is taken for either Spring Break or Holy Week.