COUNSELLING PSYCHOLOGY
MASTER’S PRACTICUM PROGRAM
·2021-2022·

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Revised June, 2020
The University of Alberta respectfully acknowledges that we are located on Treaty 6 territory, a traditional gathering place for diverse Indigenous peoples including the Cree, Blackfoot, Metis, Nakota Sioux, Iroquois, Dene, Ojibway/Saulteaux/Anishinaabe, Inuit, and many others whose histories, languages, and cultures continue to influence our vibrant community.
COUNSELLING PSYCHOLOGY PRACTICUM PROGRAM

Counselling & Clinical Services (CCS) offers two master's-level practicum positions each academic year (September – April). The practicum program provides new clinicians experience providing individual therapy to adults. These positions are supervised by Registered Psychologists. Students will rotate through two supervisors to maximize exposure and learning. Students also receive supplemental supervision from doctoral interns.

Service Description

CCS is a branch of the Office of the Dean of Students within the University of Alberta. CCS is a multidisciplinary professional agency staffed by 11 full-time Registered Psychologists, three to five psychologists-in-training who are supervised by senior staff, seven part time psychiatrists, and three Registered Nurses (Mental Health Consultants or MHCs). Our services are available to all students who pay student services fees, and individual counselling sessions are available at no additional cost to the student. Students are seen primarily for individual and group counselling; we also provide couples counseling, crisis intervention, workshops for students or staff, other forms of consultation and intervention and, less frequently, vocational testing. Presently CCS serves a student body of approximately 40,100 students.
Practicum Description

In 2018, CCS reopened the master’s practicum program and for the first time, began accepting applicants from schools outside of the University of Alberta. To date, we have welcomed students from all over Alberta, including those from the University of Lethbridge, the University of Calgary, Yorkville University, and Gonzaga University. We appreciate the diversity of experience all students bring and welcome applications from most Counselling Psychology programs.

In collaboration with the objectives set by students’ home institutions, CCS strives to provide students a safe and supportive learning environment to develop their counselling skills. We recognize that many students come to CCS having never conducted a therapy session before. We work diligently to meet students where they are at in their learning and scaffold their experiences appropriately.

The amount of time spent at CCS is flexible and generally dictated by the number of required hours mandated by the home institution. Generally, practicum students spend two to three, eight-hour days at CCS in order to complete their practicum in a timely manner. Ample supervision is provided during this time, as described below.

CCS offers practicum students the chance to develop skills in individual counselling with young adults and adults. We currently do not offer experience in group / couple / family therapy or assessment. Our training goals for practicum students are as follows:

Practicum Goals

**Semester 1 (September-December):**

- To help students learn how to develop a working alliance with clients through the effective use of basic counselling skills, including reflective listening and effective questioning.
- To assist students in developing a personalized model for initial sessions with clients that allows for effective information gathering to inform goal-setting and appropriate care.
- To aide student in developing ethical mindedness in their approach to clinical care.

**Semester 2 (January-April):**

- To aide student in developing cultural competence in their approach to clinical care.
- To assist students in finding therapeutic orientations of interest and to help navigate interventions from within these orientations.
- To help students begin effective development and articulation of effective case conceptualization.
- To help student begin the initial development of treatment planning skills.
Practicum Curriculum

To accomplish the aforementioned goals, staff at CCS work through the following curriculum during the tenure of the practicum. These key topics are discussed during supervision and supplemental readings and handouts are provided to support students’ learning:

<table>
<thead>
<tr>
<th>Month</th>
<th>Key Topic(s)</th>
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</thead>
<tbody>
<tr>
<td>Orientation &amp; Sept</td>
<td>Documentation / Case Notes</td>
</tr>
<tr>
<td>October</td>
<td>Risk Assessment</td>
</tr>
<tr>
<td></td>
<td>The Therapeutic Process &amp; Stages of Change</td>
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<tr>
<td></td>
<td>Structuring a First Session &amp; Establishing Goals</td>
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<tr>
<td></td>
<td>Telehealth</td>
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<tr>
<td>November/Dec</td>
<td>Common Factors</td>
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<td></td>
<td>The Working Alliance</td>
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<td>Terminations</td>
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<tr>
<td>January/Febr</td>
<td>Culturally Competent Practice &amp; Working with Marginalized Populations</td>
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<tr>
<td></td>
<td>Case Conceptualization</td>
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<tr>
<td>March/April</td>
<td>Counsellor Identity Development</td>
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<td></td>
<td>Identifying Theoretical Orientation</td>
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<td></td>
<td>Treatment Planning</td>
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Service Activities

Practicum students are under the supervision of master’s- or doctoral-level psychologists who have a minimum of five years of clinical experience. Depending on the number of days spent in the clinic, students typically engage in the following activities:
Clinical Time

<table>
<thead>
<tr>
<th></th>
<th>Approximate Hours per Week</th>
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<tbody>
<tr>
<td><strong>Clinical Time</strong></td>
<td></td>
</tr>
<tr>
<td>Individual Counselling</td>
<td>7-12</td>
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<tr>
<td>Supervision with Individual Supervisor (Registered Psychologist)</td>
<td>2</td>
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<tr>
<td>Supervision with Doctoral Intern</td>
<td>1</td>
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<tr>
<td><strong>Non-Clinical Time</strong></td>
<td></td>
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<tr>
<td>Administration &amp; Other</td>
<td></td>
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<tr>
<td>• Case Notes / Case Prep / Case Management</td>
<td>4-6</td>
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</tbody>
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Clinical Time

*Individual Counselling*

Depending on the numbers of days in the clinic, the practicum student will have 7-12 hours of direct client contact per week. Most clients come in for individual counselling with a wide range of presenting issues. Common issues that practicum students work with include:

- Depression, anxiety, panic, stress-management
- Loneliness, isolation, self-esteem, life transitions, grief
- Academic performance concerns, perfectionism
- Relationship difficulties, social skill development, social anxiety
- Identity related issues including sexual orientation, gender identity and expression, racial and cultural identities, and their intersectionality

*Supervision*

*Individual Supervision*

Practicum students will meet with their supervisor for two hours of individual supervision per week. One hour will be spent using the one-way mirror doing live supervision or engaging in co-therapy. The other hour will be used to discuss clinical cases and general therapeutic, professional, and ethical issues.

Supervisors are all Registered Psychologists in Alberta who have been registered and practicing for a minimum of five years. Students have two supervision rotations. The first rotation is from September to December and the second rotation is from January to April.

*Supervision with Doctoral Interns*

Each year CCS has three, full time doctoral interns in the clinic. Part of their training requires that they provide supervision. As a result, in addition to your primary supervision, you will be supervised by all three interns as they rotate through the year.
Your intern supervisor will meet with you for one hour a week. The focus will be on supporting your professional and therapeutic development, which includes honing a therapeutic orientation, case conceptualization, general assessment and treatment planning. The intern supervisor is always secondary to the primary supervisor in terms of guidance on cases.

Non-Clinical Time

**Administration & Other Activities**

**Case Notes, Case Management & Case Prep**

Practicum students will have approximately 4-6 hours per week to complete a variety of administrative duties, including:

- Writing case notes
- Completing referral requests
- Completing other documentation for the files (i.e., closing files, client communication)
- Writing letters of support for students in the case of examination deferrals or appeals
- Reading, consulting, conducting literature searches, or reviewing case files

**Position Information**

**Remuneration**

The practicum position does not include pay or benefits. However, all supervision is free.

**Training Resources**

Practicum students will have their own office, which will be used by other students when the practicum student is not in the clinic. Students also have access to a large group room, a one-way mirror observation room, video recording equipment and classrooms as needed. CCS is staffed by 2.69 FTE receptionist positions.

CCS is located in the Students’ Union Building along with all of the other University student services (i.e., Academic Success Centre, University of Alberta Career Centre, First Peoples’ House, Accessibility Resources, Sexual Assault Centre, Office of the Student Ombuds, University Health Centre and the Office of the Dean of Students).

**Video Recording**

CCS has video recording equipment available as we understand many institutions need to see video of therapy sessions. All equipment is shared. CCS has specific consent forms that
must be used, even if the student’s institution provides their own. Videos can only include the therapist on screen, not the client; however, the client will be audible.

All videos are reviewed in full by their supervisor and/or the Training Director to ensure all identifying information is removed. All information can only be shared for educational purposes.

Students are required to purchase a lockable transportation device for video.

Videos are stored on site for one year, in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP).

Orientation

A three-day orientation is provided in the first week of September. Students will be oriented to the clinic, staff, policies and procedures as well software.

CCS staff will provide general guidelines and expectations for counselling sessions. They will also review documentation standards and provide readings for review. There will be a review of risk assessment, although formal training is recommended if not already complete. The therapeutic process and stages of change is also reviewed during Orientation.

Please note that the COVID-19 pandemic has required some services to be offered through remote technology (i.e., phone, video). For this reason, training on telehealth is now provided in Orientation.

Evaluation Procedures

Evaluation will be based on what is requested by the student’s home institution. No additional formal evaluation is completed. However, informal evaluation is ongoing throughout supervision.

Remediation & Appeal

CCS is committed to protecting the interests of students and has comprehensive procedures for addressing Remediation and Appeal. These policies and procedures can be provided at the request of an applicant and are reviewed with students at the outset of their internship year. Where appropriate, the policies of the student’s home institution are also reviewed and considered. CCS will consult with the student’s home institution when concerns arise.
Practicum Student Responsibilities

It is vital to the interests of the University community that students who access CCS are able to trust and rely upon the staff. In order to meet and maintain that trust, practicum students are required to comply with the following conditions for the term of their appointment:

1. To self-report to their supervisor and the Director of CCS any conduct or unusual incident which may give rise to a complaint against them or otherwise may become the subject of investigation. The Dean of Students may suspend their appointment pending the outcome of any investigation.

2. To comply with all regulations and policies of the University of Alberta and CCS as may be amended from time to time.

Counselling & Clinical Services hold the right to terminate the practicum at any time prior to the expiry of the designated term where just cause exists, without notice.

Insurance

All students are required to provide proof of liability insurance. In general, institutional policies are sufficient for coverage. However, in some cases, student may need to purchase individual insurance through membership with the Canadian Counselling & Psychotherapy Association (CCPA). Students are encouraged to contact their home institution to discuss the availability of insurance.

Application Process and Requirements

Any inquires about the practicum program can be directed to:

**Dr. Erica Dunn, R.Psych.**  
Assistant Director & Director of Training  
[ericadunn@ualberta.ca](mailto:ericadunn@ualberta.ca)  
780-492-2438

We welcome applications from students from most Counselling Psychology master’s programs and encourage all who are interested to apply.

The University of Alberta is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; First Nations, Métis and Inuit persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the University to apply.
All applications are to be emailed to Dr. Erica Dunn, R.Psych. The deadline for applications is **December 31** in any given year. Applications are to include:

- A detailed cover letter stating interest
- A CV

In-person or video-conferencing interviews are completed in mid-January. Interviews are one hour in duration. Interviews are conducted by at two psychologists and will include a clinic tour. Final decisions are made by January 31st of each year and all candidates are informed whether or not they were successful.

**Supervisory Staff:**

1. Dr. Jasmine Bajwa, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS, Edmonton Remand Centre, and Private Practice.

2. Dr. Erica Dunn, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, Assistant Director, & Director of Training, CCS.

3. Dr. Josh Dunn, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS and Private Practice; Adjunct Academic Staff, Department of Educational Psychology, University of Alberta.

4. Ms. Maddalena Genovese, M.Ed. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS and Private Practice.

5. Dr. Michaela Kadambi, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS and Private Practice; Adjunct Academic Staff, Department of Educational Psychology, University of Alberta.

6. Dr. Steve Knish, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS and Private Practice; Adjunct Academic Staff, Department of Educational Psychology, University of Alberta.

7. Mr. Jason Murray, M.Ed. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist & Director, CCS.

8. Ms. Rebecca Ponting, M.Ed. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS.

9. Ms. Shauna Rosiechuk, M.Ed. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS.
10. Dr. Jake Tremblay, Ph.D. (University of Alberta, Counselling Psychology); Registered Psychologist (Alberta); Psychologist, CCS and Private Practice; Adjunct Academic Staff, Department of Educational Psychology, University of Alberta.

11. Ms. Suman Varghese, M.A., M.Ed. (University of Alberta, Counselling Psychology) Registered Psychologist (Alberta); Psychologist, CCS and Private Practice