

COUNSELING PRACTICUM AGREEMENT

This agreement is between the University of Wisconsin-River Falls, located in River Falls Wisconsin, and the _____ School district/agency, located in _____. The student, _____, will be placed in the counseling department/agency under the supervision of _____, Licensed Counselor, for the period of _____ to _____.

THE UNIVERSITY AGREES THAT:

- ❖ The students will be deemed ready for practicum by the counseling program faculty.
- ❖ The university supervisor will consult with the supervising counselor regularly during the semester, by phone, email, student evaluation, or site visit.
- ❖ The counseling students will be provided with group supervision by the university supervisor(s).
- ❖ The university supervisor will be available for on-site supervising, as needed, throughout the practicum.
- ❖ Within the extent and limitations of Sections 895.46(1) and 893.82, WI Statutes, the State will pay judgments for damages and costs against its officers, employees and agents arising out of their activities while within the scope of their assigned responsibility in the program at the facility.

THE SCHOOL DISTRICT/COUNSELING AGENCY AGREES THAT:

- ❖ The supervising counselor is a licensed counselor, preferably a school counselor, with at least three (3) years of recent experience as a counselor, and at least one (1) year of recent experience at the level they are supervising.
- ❖ Supervising counselors will complete UWRF online supervision training (this is required once per year).
- ❖ Supervising counselors understand that Practicum Students require frequent support and supervision due to their early stage in program completion.
- ❖ The supervising counselor will meet with the student to establish mutual goals for practicum, which will include the experience of direct counseling with a diverse client population.
- ❖ The supervising counselor will be available to the student for regular feedback and consultation, totaling at least 1 hour per week. This will include live supervision of counseling skills practice.
- ❖ The university supervisor will consult with the supervising counselor regularly during the semester, by phone, email, student evaluation, or site visit.
- ❖ The supervising counselor provides written evaluation of the student at the mid-point and at the end of the semester.
- ❖ The supervising counselor signs case study notes written by the student for seminar to indicate that a discussion of the case has occurred. Case notes are shredded at the end of the semester.

THE STUDENT:

- ❖ The student will function as a professional counselor, adhering to the site requirements as to attendance, demeanor, procedures for confidentiality, mandated reporting, and other ethical and legal guidelines.
- ❖ The student will cooperate with both university and on-site supervisors in matters of supervision, consultation, and evaluation.
- ❖ The student will take measures necessary to protect themselves regarding personal or property injury, understanding that field experiences occur at your own risk.
- ❖ The student will purchase professional liability coverage for the duration of the semester. Options will be provided and proof will be required.

University Supervisor/date

Supervising Counselor/date

Student Counselor/date

PLEASE FILL OUT COMPLETELY AND CLEARLY:

Practicum site: _____ Telephone: _____

Address, City, State, Zip Code: _____

Email: _____