



CENTRAL WASHINGTON UNIVERSITY

SCHOOL PSYCHOLOGY

PROGRAM

(Ed.S. and Certification)

PRACTICUM HANDBOOK

2021-2022

SCHOOL PSYCHOLOGY PROGRAM COMMITTEE

HEATH MARRS, Ed.D.
PROGRAM DIRECTOR

HEIDI BOGUE, Ph.D., NCSP
STEPHANIE STEIN, Ph.D., NCSP
RICHARD MARSICANO, Ph.D., NCSP
OLIVIA HOLTER, Ph.D.

Table of Contents

INTRODUCTION	3
PRACTICUM COURSEWORK	3
CORE PRACTICUM ACTIVITIES.....	4
PRACTICUM GUIDELINES	5
PROGRAM POLICIES RELEVANT TO PRACTICUM	5
BACKGROUND CHECK.....	5
PROFESSIONAL LIABILITY INSURANCE.....	5
Covid-19 VACCINATION REQUIREMENT	5
RESPONSIBILITIES OF THE FIELD-BASED PRACTICUM SUPERVISOR.....	6
RESPONSIBILITIES OF THE UNIVERSITY-BASED SUPERVISOR.....	6
STUDENT EVALUATION AND FEEDBACK.....	6
REQUIRED DOCUMENTS TO BE SUBMITTED TO UNIVERSITY SUPERVISOR DURING PRACTICUM.....	6
PRACTICUM LOG.....	6
QUARTERLY FIELD-BASED SUPERVISOR EVALUATIONS.....	6
Appendix A: CCPAC Test Scoring Software.....	7

INTRODUCTION

Practicum experiences provide opportunities for candidates to begin using their knowledge and skills in applied settings under the supervision of practicing school psychologists and university faculty. The CWU School Psychology practicum experiences are designed to provide supervised experiences in core school psychology roles in the areas of assessment, consultation, and intervention.

Timing of practicum experiences vary for on-campus and Summer Cohort students. For on-campus students, practicum experiences begin in the first year of the program with PSY591A Practicum: Academic Assessment and Intervention, PSY591B Practicum: Psychoeducational Assessment, and a practicum in Interviewing Skills. In the second year, students complete PSY591C Practicum: School-Based Interventions in the Fall, then in Winter begin a 2-quarter sequence (PSY592A and PSY592B) where they are placed in a school district under the supervision of a practicing school psychologist in the host district. For Summer Cohort students, practicum student's complete practicum experiences over the course of three academic years.

The practicum experiences prepare candidates for the full-year, 1200-hour internship to be completed at the culmination of the program.

PRACTICUM COURSEWORK

Foundational Experiences	Course Units	Practicum Hours
Winter Year 1 PSY591A Practicum: Academic Assessment and Intervention	1	40
Spring Year 1 PSY591B Practicum: Psychoeducational Assessment	1	40
Advanced Skill Development		
Fall Year 2 PSY591C Practicum: School-Based Interventions	1	40
PSY593A Practicum in Counseling I: Interviewing OR PSY577 Interviewing Skills for School Psychologists	3	40
Winter Year 2 PSY592A Practicum in School Psychology I	3	125
Spring Year 2 PSY592B Practicum in School Psychology II	3	125
TOTAL HOURS	12	410

CORE PRACTICUM ACTIVITIES

Listed below is an outline of core activities that are addressed in the practicum experiences planned practicum activities. Adjustments may be made throughout the program.

Location	Competencies
School	<p>Academic Assessment and School Psych Role</p> <ul style="list-style-type: none"> • Assist school psychologist with evaluation of academic skills • Shadow school psychologist, interview key sped personnel • Review district special education procedures • Observe classrooms at various grade levels. • Observe pre-referral/student assistance team, IEP, and eligibility meetings. • Observe special education classrooms and special programs • Administer and interpret standardized achievement tests • Administer and interpret curriculum-based measures • Conduct interviews with teachers, parents, and students • Write up assessment activities for evaluation reports
School	<p>Academic/Cognitive Assessment and Special Education Services</p> <ul style="list-style-type: none"> • Administer and interpret standardized cognitive tests • Assist school psychologist with cognitive and academic evaluations • Write up assessment activities for evaluation reports • Shadow school psychologist • Attend and participate in pre-referral/IEP/Eligibility meetings • Observe special education classrooms and special programs
School	<p>Behavioral Intervention</p> <ul style="list-style-type: none"> • Attend and participate in pre-referral/IEP/Eligibility meetings • Observe/assist in Functional Behavior Assessments (FBA) and development of Behavior Intervention Plans (BIP) • Assist in behavior intervention planning and development • Observe manifestation determination meetings
CWU Clinic	<p>Comprehensive Evaluations, Academic and Behavioral Consultation</p> <ul style="list-style-type: none"> • Conduct comprehensive evaluations in the Community Counseling and Psychological Assessment Center in the CWU Psychology Department. • Write up psychological reports including assessment results and recommendations. • Provide feedback on assessment results to clients, families and school personnel. • Develop family collaboration skills
School/ Reading Intervention Center	<p>Academic Interventions</p> <ul style="list-style-type: none"> • Assist with comprehensive evaluations for eligibility and reevaluations in school setting. • Administer academic, cognitive, social-emotional, adaptive behavior, and other specialized assessment instruments. • Conduct screening and progress monitoring for academic skills. • Provide academic intervention services

	<ul style="list-style-type: none"> • Attend and participate in pre-referral/IEP/Eligibility meetings. • Provide feedback to families and evaluation teams on results.
School	<p>MTSS, Consultation, and Interventions</p> <ul style="list-style-type: none"> • Assist school psychologists with various tasks as determined by supervising psychologist and district. • Continue supervised experience in evaluations and intervention/prevention • Participate in various building level teams surrounding intervention, pre-referral, and MTSS • Observe and/or participate in systems level discussions at the school and district level regarding MTSS • Engage in formal and informal consultation experiences under supervision.
CWU Clinic/ School	<p>Counseling and Mental Health Services</p> <ul style="list-style-type: none"> • Develop individual and/or group counseling skills during practicum experiences. • Observe structure of counseling and mental health services in the school setting. • Review crisis response and prevention systems in the school setting.

PRACTICUM GUIDELINES

It is the practicum student's responsibility to inform the University Supervisor if he or she is experiencing difficulties with the practicum experience. If situations arise that cannot be dealt with within the school district, then the University Supervisor must be informed.

It is expected that during all facets of the Program, including practicum experiences, students will conduct themselves in an ethical manner. Students should consult the ethical standards provided NASP and APA. Students will also follow all WAC Codes while completing practicum experiences.

PROGRAM POLICIES RELEVANT TO PRACTICUM

BACKGROUND CHECK

During the internship students need to have an updated background check through OSPI. The initial background check completed at CWU is good for two years, so many students will need to redo their background check prior to or during the internship year. This will meet district and future first employer requirements. In addition, a currently valid background check is needed in order for CWU to issue your ESA School Psychologist certificate upon graduation. Background checks can be completed at any ESD office in the state.

PROFESSIONAL LIABILITY INSURANCE

While in the Program, all students are required to purchase professional liability insurance. This can be obtained through the University or from other organizations. Information and materials may be obtained at the clinic desk.

Covid-19 VACCINATION REQUIREMENT

All students are required to be vaccinated for Covid-19 to participate in practicum activities

RESPONSIBILITIES OF THE FIELD-BASED PRACTICUM SUPERVISOR

The Field-Based Practicum Supervisor will:

- Have at least one year of experience and hold a valid ESA School Psychologist certificate (or equivalent if placed out of the state of Washington).
- Arrange experiences for the practicum student in compliance with the Practicum Agreement (This Document) between the district and the CWU School Psychology Program.
- Provide direct supervision of the practicum student as necessary.
- Complete the Field-Based Practicum Supervisor Evaluation Form each quarter and review with the practicum student.
- Contact the University Supervisor if any significant problem occurs with the practicum student's assignment.
- Conduct supervision in a manner that is consistent with current legal/ethical standards of the profession.

RESPONSIBILITIES OF THE UNIVERSITY-BASED SUPERVISOR

The University-Based Internship Supervisor will:

- Ensure that the district has a commitment to the practicum as a training experience.
- Monitor and ensure that the practicum plan is consistent with Program goals and objectives.
- Be responsible for no more than 12 practicum students at any given time.
- Maintain an ongoing relationship with the practicum student and the field-based supervisor.
- Be available to provide mediation of difficulties, technical assistance, and any additional services deemed appropriate by the field-based supervisor and/or practicum student.
- Document that the practicum student is meeting University Program objectives in a manner that is consistent with current legal/ethical standards of the profession.
- Document to the University when the student has completed all requirements of the practicum.

STUDENT EVALUATION AND FEEDBACK

During practicum and internship, a student's ability to practice school psychology is assessed continuously by the Field-based and University-based supervisor. Specific areas that will be evaluated include motivation, adaptability, productivity, personal stability, professional image, knowledge of ethics, conscientiousness and communication skills. In addition, professional knowledge and skills will be evaluated. Practicum students also complete in depth case studies that evaluate their ability to analyze, synthesize and integrate skills over various domains including consultation, assessment and intervention.

REQUIRED DOCUMENTS TO BE SUBMITTED TO UNIVERSITY SUPERVISOR DURING PRACTICUM

(Additional documents may be required by practicum instructor – these will be noted on the syllabus)

PRACTICUM LOG

QUARTERLY FIELD-BASED SUPERVISOR EVALUATIONS

Each quarter the Field-Based Supervisor will complete an evaluation form. This form should be reviewed with the practicum student and then sent to the University Supervisor.

Appendix A: CCPAC Test Scoring Software

The following instruments are available either on the test scoring computer or online through various online assessment manager systems. See Dr. Marrs for Passwords

Assessment	Instructions for Accessing
Woodcock-Johnson IV Tests of Achievement Tests of Cognitive Ability Woodcock-Munoz Language Survey - III	Scored online at https://www.wjsscore.com/
Piers-Harris Self-Concept Scale - 3	Administered and scored through Western Psychological Systems Online Evaluation Systems https://platform.wpspublish.com/
K-TEA – 3	Available through Q-Global system