

**GEORGIAN COURT UNIVERSITY**  
THE MERCY UNIVERSITY OF NEW JERSEY

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## GEORGIAN COURT UNIVERSITY SCHOOL PSYCHOLOGY PROGRAM

### School Psychology Internship Contract: 2023-2024 Academic Year

The Georgian Court University School Psychology Program hereby enters into an agreement with Diane Danch (an intern), and Middletown Township Public Schools (the local education unit), pursuant to a school psychology internship. The period of appointment is from September 2023 (start date) until the completion of 1,200 hours of internship. The purpose of this agreement is to set forth the conditions of the internship and to clarify the responsibilities of the parties to this agreement.

#### Intern

1. The intern has completed the prerequisite coursework and practicum experience.
2. The intern is responsible for notifying the university supervisor of any concerns regarding the internship that cannot be resolved in the placement setting.
3. The intern keeps a daily log of activities, totaling a minimum of 1200 hours, and a record of the number of hours of supervision per week. The supervision hours must average two hours per week.
4. The intern completes an evaluation of the internship experience.
5. The intern works with the psychological services staff, school personnel, students and families in activities that are consistent with school and district policies and consistent with internship requirements.
6. The intern will attend all intern classes conducted by university faculty.
7. The intern will be able to measure positive impact of their interventions by conducting at least one academic and one behavioral case study demonstrating such impact.
8. Since all coursework will have been completed by the start on the internship, interns are expected to participate in school psychological activities which address all **10 NASP Domains**. These activities include, but are not limited to, the following: psychoeducational and social/emotional/behavioral assessments, individual and group counseling, consultation with administrative and instructional staff and parents, participation on the schools' Intervention and Referral Services (I&RS) committee, and crisis counseling. The field supervisor also will be expected to add additional tasks as the needs arrive.

### **Supervisor**

1. The supervisor must be an appropriately credentialed school psychologist in the state in which the internship experience is offered.
2. The supervisor must have three years' experience as a school psychologist, with one of those years in the school setting in which the supervision will occur.
3. No more than two supervisors will provide supervision for the intern at any given time.
4. The supervisor will meet, on average, two hours per week with the intern during school time. A schedule of these meetings will be developed by the supervisor and intern.
5. The supervisor has the responsibility of expeditiously notifying the university supervisor of any concerns about the intern's performance that cannot be resolved in the placement setting.
6. The supervisor will submit mid-year and final evaluations of the intern's performance to the GCU School Psychology Program's internship supervisor.
7. The supervisor will model for the intern those skills pertaining to case management which are specific more to field-based practice than to classroom instruction.

### **School District**

1. The school district will provide a safe and secure work environment and adequate, well-lighted office space that ensures confidentiality for consultation and assessment.
2. The school district will provide a lockable cabinet or other secure place for keeping confidential information.
3. The school district will provide all necessary assessment and intervention materials, including test scoring and report preparation resources comparable to those provided for certified/licensed school psychologists in the district.
4. The school district will enable the intern to meet internship-training requirements, including release time for intern supervision, attendance at out-of-district meetings, and participation in appropriate continuing professional development activities.

5. The school district will commit to providing the intern with a diversified training experience; including, but not limited to, opportunities to conduct academic and psychoeducational assessments as well as academic and behavioral case studies.

**Georgian Court University**

1. The GCU faculty internship supervisor will make periodic on-site or virtual visits during the academic year. Visits will be scheduled on a routine basis with additional visits upon request from either the intern or the field supervisor.
2. The GCU faculty internship supervisor will assist the intern and the field supervisor in problem solving when the intern or the field supervisor reports an unresolved issue.
3. The GCU faculty internship supervisor is responsible for assigning internship grades.

It is understood and agreed that the parties to this arrangement may revise or modify this agreement or the written plan for the field experience by written amendment upon mutual agreement to such amendments. Please contact the GCU School Psychology Program Director, Dr. Stephanie Rahill at [srahill@georgian.edu](mailto:srahill@georgian.edu) or 732 987 2420 with any questions or concerns about this agreement.

This agreement shall be effective when executed by all parties.

By: Stephanie Rahill, Ph.D., NCSP Date: \_\_\_\_\_  
GCU School Psychology Program Director

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Field- Based Supervisor

By: \_\_\_\_\_ Date: \_\_\_\_\_  
School Psychology Intern

By: Devyn Orozco Date: \_\_\_\_\_  
School District Administrative Representative