Correct Care Solutions, Inc.
South Florida Evaluation and Treatment Center

Doctoral Psychology Internship Program Brochure
2017 - 2018
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Welcome

Thank you for your interest in the Doctoral Psychology Internship Program of Correct Care Solutions/South Florida Evaluation and Treatment Center (CCS/SFETC). The mission of CCS/SFETC is to improve the lives of those touched by mental illness. Our vision is to be the leader in providing quality forensic psychiatric care that anticipates and responds to the changing needs of the patients we serve, and to empower patients with mental illness and their families to achieve the highest quality of life.

The SFETC Doctoral Psychology Internship Program aims at developing doctoral psychology interns who can integrate practice with science, show multicultural sensitivity, and provide high-quality, evidence-based assessments and interventions to adults facing forensic issues and/or severe and persistent mental illness in a hospital-based setting. The aims and functions of the Doctoral Psychology Internship Program seamlessly align with the mission of CCS/SFETC. On behalf of SFETC staff and the faculty of the SFETC Doctoral Psychology Internship Program, welcome!

Yenys Castillo, Ph.D.
Director of Psychology, Clinical Training, and Forensic Services

Accreditation and Membership Status

The SFETC Doctoral Psychology Internship Program is a member of the Association of Psychology Postdoctoral and Internship Centers (APPIC) and participates in the APPIC Internship Matching Program. Applications and the Applicant Agreement can be obtained from the APPIC website (www.appic.org). Our program code is 1218. We have four funded Doctoral Psychology Internship positions. Our program is not currently accredited by the American Psychological Association.

Geographic Area

South Florida Evaluation and Treatment Center is located in Florida City, an agricultural suburb set in the southernmost part of Miami-Dade County. The climate in South Florida is tropical, with average winter temperatures ranging from 60 to 78 degrees. SFETC is 15 minutes away from the Everglades National Park, one of the largest wilderness in the U.S., considered to be a World Heritage Site and Wetland of International Importance. SFETC is less than an hour away from
Miami, a multilingual and multicultural city whose diversity is reflected in its restaurants, nightlife, and festivals. Miami is home of professional sports teams (e.g., the Miami Heat, the Florida Marlins), The Miami Bay (the world’s busiest cruise port), and many cultural venues (e.g., museums, playhouses, and performing art centers).

**Hospital Demographics**
SFETC is a 249-bed, maximum-security, private, forensic psychiatric hospital operated by CCS/SFETC under a contract with the State of Florida’s Department of Children and Families (DCF). SFETC serves men and women, committed by Florida circuit courts as Incompetent to Proceed to Trial (ITP) or Not Guilty by Reason of Insanity (NGI). At SFETC, ITP patients receive competency-focused treatment to enable their return to court for legal adjudication whereas NGI patients receive risk-management treatment to facilitate their release to a less restrictive setting.

The hospital has two female housing units and seven male units, one of which is reserved for geriatric and medically-compromised patients. SFETC patients are diverse in terms of race, sex, gender, age, creed, disability status, socio-economic status, and national origin. Hispanic and Haitian patients receive group services in Spanish and Creole respectively. SFETC patients meet criteria for a wide range of psychological disorders encompassing most major categories of the DSM-5. The most common diagnostic categories are schizophrenia-spectrum, substance-use, bipolar, personality (primarily antisocial and borderline) and neurocognitive disorders. Malingering is another diagnosis frequently found at SFETC.

**Hospital Contact Information**
South Florida Evaluation and Treatment Center
18680 SW 376th Street
Florida City, Florida 33034
(786) 349-6000

**SFETC Doctoral Psychology Internship Program**

**Internship Structure**
SFETC offers a 2,000-hour, 12-month Doctoral Psychology Internship Program that begins each year during the first week of August. The Department of Psychology consists of six full-time licensed psychologists, two full-time postdoctoral psychology residents, and four full-time doctoral
psychology interns. The Director of Psychology, Clinical Training, and Forensic Services has oversight of the SFETC Doctoral Psychology Internship Program.

**Internship Staff**
Yenys Castillo, Ph.D., Director of Psychology, Clinical Training, and Forensic Services
Armando Collado, Ph.D., Forensic Psychologist, Clinical Supervisor
Rosemary More, Psy.D., Forensic Psychologist, Clinical Supervisor
Twanna Pearce, Ph.D., Forensic Psychologist, Clinical Supervisor
Gabriella Duquette, Psy.D., Forensic Psychologist, Clinical Supervisor

**Intern Selection**
Interested students must submit an online application through the APPIC website

**Required Forms**
1. A standard APPIC application including a cover letter, APPI form, curriculum vitae, three letters of recommendation, and official
   a. transcripts of all graduate coursework
2. A de-identified psychological evaluation written by the applicant.

**Preferred Criteria**
1. A minimum of 400 intervention hours and 100 assessment hours
2. Dissertation proposal defended
3. Experience or special interest in working with patients facing forensic issues and/ or severe and persistent mental illness

All licensed psychologists within the psychology department screen, interview, and select applicants. The Director of Clinical Training sends interview notifications by January 5.

**Internship Aims**
1. To prepare interns to demonstrate intermediate to advanced professional competence as psychologists who can assess, diagnose, and treat adults with serious and persistent mental illness.
2. To prepare interns to demonstrate intermediate to advanced professional competence as part of a multi-disciplinary team in a hospital-based setting.

Profession-Wide Competencies
Embedded in our forensic and clinical context, The SFETC Doctoral Psychology Internship Program focuses on the development of the following profession-wide competencies:

1) Research
2) Ethical and Legal Standards
3) Individual and Cultural Diversity
4) Professional Values, Attitudes, and Behaviors
5) Communication and Interpersonal Skills
6) Assessment
7) Intervention
8) Supervision
9) Consultation and Inter-professional/Inter-disciplinary Skills

Internship Requirements
1. Completion of 2,000 training hours over 52 weeks
2. Ratings of “meeting expectations” or “exceeding expectations” on the nine profession-wide-competencies.

Stipend and Benefits
Interns have a stipend of $20,176 per year and are paid bi-weekly. Their benefit package is standard for all SFETC employees, and includes medical, vision, dental, life, and disability insurance, flexible spending accounts, and 401(k). The cost and functions of the internship are fully integrated within the budgetary and administrative support structure of SFETC. Interns receive free lunch from the hospital cafeteria each work day.

Working Hours and Paid Time Off
Interns begin their workday at 8:00 am, conclude it at 4:30 pm, and have a 30-minute lunch break. They are expected to be at the hospital during these hours unless they have received permission from their clinical supervisor or the Director of Clinical Training. If interns have an emergency that will delay or prevent their arrival to work, they must directly speak with their supervisor by
telephone by 8:00 a.m. Interns receive all holidays observed by the hospital and 16 days of Paid Time Off (PTO). Interns can start using PTO after their first 90 days of training. PTO cannot be used during the last two weeks of internship.

**Administrative Support**

Two offices accommodate four psychology interns. All interns have individual workstations and a desktop computer. Interns have access to Microsoft Office software, the internet, ERMA (our patient tracking system), and the corporation-wide intranet and email systems. Interns are also assigned dedicated telephone extensions and e-mail accounts.

**Orientation to SFETC & the Psychology Department**

Interns attend a six-day hospital orientation followed by a two-day orientation to the psychology department. Following the psychology orientation, interns are assigned to a primary clinical supervisor and begin either the Assessment or Therapeutic-Interventions rotation. As the year progresses, interns function with greater independence in increasingly complex assignments.

**Training Activities**

Training is accomplished through clinical experiences, supervision, observation, and didactic trainings. Training activities include:

1. **Assessment, Diagnosis, and Report Writing:** Interns conduct clinical and forensic assessments to make recommendations to their assigned treatment teams or Florida circuit courts. Interns receive extensive training in forensic, neurocognitive, personality, and risk assessment. As the training year progresses, interns write increasingly complex reports.

2. **Group Interventions: DBT Skills and Competency-Restoration:** Two Interns co-facilitate either DBT-Skills or Competency-Restoration Groups based on the rotation to which they are assigned. Their assignment changes after six months.

3. **Multi-disciplinary Treatment Teams:** The SFETC Doctoral Psychology Internship Program prepares interns to work within a large organization as part of a multi-disciplinary team. Interns are assigned to a team during the first six months of internship. Their assignment changes after six months. Teams regularly meet with patients for treatment planning, discussion of
incidents, and Disposition Board (i.e., to make discharge recommendations). Most teams are responsible of two units and include a psychologist, psychiatrist, unit nurse, social worker, recovery plan coordinator, mental health technician, and psychology intern.

4. **Individual Therapy:** While on the therapeutic inventions rotations, interns conduct individual therapy using empirically-validated treatment interventions. Their caseload depends on current hospital needs but tends to fluctuate between two to four patients.

5. **Individual Competency Restoration:** Interns may conduct individual competency restoration with patients belonging to specific treatment teams.

6. **Didactic Trainings:** Weekly clinical and forensic didactic trainings are conducted by supervising psychologists, regional psychologists, and experts in various areas. Interns also complete the Florida Adult Forensic Examiner Trainer, a three-day workshop that covers evaluations of defendants’ competence to proceed and mental state at the time of the alleged offense (sanity). Each intern facilitates two didactic trainings each year. One presentation emphasizes multicultural issues and the other has a research component.

7. **Specialized Behavioral Plans:** While on the Therapeutic Interventions Rotation, interns develop, implement, and track the effectiveness of individualized behavioral plans and contracts.

8. **Observation of Court Testimony:** At SFETC, interns learn to interface with large systems such as the judicial and correctional systems. Interns can attend legal proceedings taking place in local circuit courts to observe SFETC psychologists give expert testimony. In addition, interns can attend Medication Court, which takes place in SFETC through close-circuit television.

**Supervision**

All primary clinical supervisors are licensed psychologists and members of the Psychology Department. Interns receive at least two hours of individual face-to-face supervision from a primary clinical supervisor. In addition, interns receive two hours of group supervision focusing on various professional issues such as the integration of research and practice, short-term therapy, caseload management, termination, interpersonal dynamics, and professional development.
Internship Rotations
The internship follows a sequential, cumulative, and increasingly complex training process so that interns can effectively acquire profession-wide competencies. Throughout the whole training year interns conduct Initial hospital-wide Forensic Psychological Assessment (IFPA) reports, which are assigned on a rotating basis to ensure that interns have equivalent work and the opportunity to work throughout all the units, with all clinical supervisors. Throughout the training year, interns also engage in various clinical and forensic activities in addition to those of their rotations.

Assessment Rotation (6 months)
While on the Assessment rotation, interns conduct forensic competency evaluations and risk assessments. Interns conduct at least four comprehensive assessments, using forensic, memory, personality, IQ, adaptive functioning, and/or neuropsychological tests. The rotation focuses on complex issues (e.g., malingering, non-restorability of competency) that require a more comprehensive assessment approach.

Therapeutic-Interventions Rotation (6 months)
While on the Therapeutic-Interventions rotation, interns develop, implement, and track the effectiveness of specialized behavior plans and behavioral contracts. In addition, students co-lead two DBT groups per week. Individual therapy.

Units Structure and Rotation Schedule
SFETC is divided in two major wings which are referred to as “C-Side” and “D-Side.” C side contains six units divided in three treatment teams whereas D side contains four units divided in two treatment teams. The patient composition of these units is as follows:

<table>
<thead>
<tr>
<th>C-SIDE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Teams</strong></td>
</tr>
</tbody>
</table>
| Team A | 1. Tavernier  
2. Key Largo | -Female IPT & NGI patients |
| Team B | 3. Conch Key  
4. Long Key | -Male IPT & NGI patients |
| Team C | 5. Isla Morada  
6. Fiesta Key | -Male IPT & NGI patients  
-Geriatric & medically-compromised patients (Isla M) |
**D-SIDE**

<table>
<thead>
<tr>
<th>Teams</th>
<th>Housing Units</th>
<th>Patient Composition</th>
</tr>
</thead>
</table>
| Team D | 7. Sugar Loaf  
8. Key West | -Male IPT & NGI patients |
| Team E | 3. Marathon  
4. Big Pine | -Male IPT & NGI patients |

During the Assessment Rotation, interns are assigned to a treatment team (D or E) in the D-Side of the hospital. During the Therapeutic Interventions rotation, interns are assigned to a treatment team (A, B, or C) in the C-Side of the hospital. Rotation of experiences and units enhances diversity of training as interns undergo a variety of therapy and assessment experiences, interact with different treatments, learn from multiple supervisors and clinical staff throughout the hospital, and work with diverse patient populations. The following is an example of a rotation schedule:

**First 6 Months**

<table>
<thead>
<tr>
<th>Intern</th>
<th>Rotation</th>
<th>Side</th>
<th>Treatment Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intern 1</td>
<td>Assessment</td>
<td>D</td>
<td>D (Sugar Loaf &amp; Key West)</td>
</tr>
<tr>
<td>Intern 2</td>
<td>Assessment</td>
<td>D</td>
<td>E (Marathon &amp; Big Pine)</td>
</tr>
<tr>
<td>Intern 3</td>
<td>Therapeutic Interventions</td>
<td>C</td>
<td>A (Tavernier &amp; Key Largo)</td>
</tr>
<tr>
<td>Intern 4</td>
<td>Therapeutic Interventions</td>
<td>C</td>
<td>B (Conch Key &amp; Long Key)</td>
</tr>
</tbody>
</table>

**Last 6 Months**

<table>
<thead>
<tr>
<th>Intern</th>
<th>Rotation</th>
<th>Side</th>
<th>Treatment Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intern 1</td>
<td>Therapeutic Interventions</td>
<td>C</td>
<td>A (Tavernier &amp; Key Largo)</td>
</tr>
<tr>
<td>Intern 2</td>
<td>Therapeutic Interventions</td>
<td>C</td>
<td>B (Conch Key &amp; Long Key)</td>
</tr>
<tr>
<td>Intern 3</td>
<td>Assessment</td>
<td>D</td>
<td>D (Sugar Loaf &amp; Key West)</td>
</tr>
<tr>
<td>Intern 4</td>
<td>Assessment</td>
<td>D</td>
<td>E (Marathon &amp; Big Pine)</td>
</tr>
</tbody>
</table>

**THE EVALUATION PROCESS**

**Evaluation of Interns**

Evaluations are conducted by licensed psychologists who directly oversee the work of interns. Clinical supervisors base their evaluations on multiple methods including direct observation, review of written work, and weekly supervision meetings. Supervisors provide ongoing and
immediate feedback to interns. In addition, they conduct 90-day, semi-annual, and annual written evaluations. Based on these evaluations, interns’ training plan may be adjusted to better meet their training needs. The Director of Clinical Training maintains a permanent record of interns’ evaluations and communicates with the interns’ graduate programs, as needed, throughout the training year. Interns are afforded the opportunity to discuss and have input on their verbal and written evaluations. They can express disagreement with a supervisor’s evaluation by attaching a written objection to the evaluation form. This prompts a review by the Director of Clinical Training. If the issue is not resolved, interns can present their appeal in sequential order to the Medical Executive Director, the Hospital Administrator, and Human Resources representatives of SFETC and the CCS corporate office.

Evaluation of Supervisors and the Internship Program
After each didactic training, interns provide feedback to the leadership of the SFETC by completing a didactic evaluation survey. Interns also complete 90-day, semi-annual, and annual written evaluations of their supervisors and the training at large. Intern feedback is used to assess program strengths and areas of improvement and to modify the SFETC Doctoral Internship Program as necessary.

Corrective Actions and Termination Decisions
Consistent with SFETC policy, the Doctoral Psychology Internship Program uses progressive disciplinary procedures ranging from informal resolution to verbal counseling, to written corrective actions for interns who engage in actions that violate professional and ethical standards or disrupt the quality of clinical services and relationships with SFETC staff. Termination from the internship program may occur when interns do not respond to progressive disciplinary actions or engage in serious misconduct (i.e., actions that clearly harm SFETC patients and staff). In these instances the Director of Clinical Training collaborates with the Human Resources department of SFETC and CCS in determining the appropriate course of action. The Director of Clinical Training is responsible for keeping the interns’ graduate program updated about these issues.

Due Process regarding Corrective Actions and Termination Procedures:
At the outset of training, psychology interns receive a written copy of the SFETC Doctoral Psychology Internship Program Handbook which includes information about evaluations, corrective actions, termination decisions, due process, and all other internship policies and
operating procedures. Decisions or recommendations regarding interns’ performance or conduct are based on input from multiple professional sources. Actions taken on behalf of the training program and their rationale are documented in writing by all relevant parties. When a corrective action is issued, interns have the right to present a written appeal to the Director of Clinical Training, who must answer within three business days. If not satisfied with the response, interns can present their appeal in sequential order to the Medical Executive Director, the Hospital Administrator, or Human Resources representatives of SFETC and CCS. Representatives from the corporate office make the final determination regarding termination.

**Grievance Procedures**

Doctoral interns who perceive they have been treated unfairly, harassed, or discriminated against in the course of their training can communicate their concern to their clinical supervisor, who must provide a response within three working days. If interns do not receive a satisfactory response or settlement, they must file written grievances in the following sequential order: Director of Clinical Training, Medical Executive Director, Human Resources Manager, and Hospital Administrator. Interns may, at any point, submit a complaint via the CCRS Employee Hotline (1-855-355-6478). The Director of Clinical Training is responsible for communicating regarding any grievance procedures with representatives of the interns’ graduate program. Grievances cannot result in retaliation on the part of SFETC staff. Grievance procedures cannot be used to appeal a program decision, performance evaluation, or any corrective action. To appeal any program decision, interns must follow our due process policies which are summarized in the section of this document titled “Due Process regarding Corrective Actions and Termination Procedures.”

**PERSONNEL POLICIES**

Interns are considered temporary employees of Correct Care Solutions/SFETC and work under the title of “Doctoral Psychology Interns.” At the end of the year, and upon successful completion of all internship requirements, interns are awarded certificates of completion.

**Equal Opportunity Employer**

SFETC abides by equal opportunity employment practices. Applicants and Interns, regardless of race, sex, gender, age, creed, national origin, ideology, political affiliation, disability, or marital status has an equal opportunity regarding recruitment, training, compensation, retention, and any other action pertaining their training or employment at SFETC.
Security and Health Clearance Requirements upon Acceptance of Internship.

Final acceptance into the SFETC Doctoral Psychology Internship Program is contingent upon the results of a security and health clearance consisting of:

1) Fingerprint background check
2) Drug screening
3) Physical Examination
4) Proof of immunization for measles, mumps, and rubella
5) Results from a current PPD antigen test for tuberculosis

The SFETC Human Resources Department initiates this process during the month preceding the start of internship and completes it by the first day of internship.

Dress Code
Psychology interns must dress in accordance with professional and safety guidelines. Shorts, opened-toe shoes, platform shoes, high heels, ties, scarves, and long-dangling earrings must not be worn as they can be used as weapons, prevent interns from quickly exiting a hazardous situation, cause them to fall, or result in other injuries. Long hair is acceptable, but must be worn in such a way as to avoid presenting a handle for potentially aggressive patients.

Safety Practices
The following is a list of safety practices provided for interns

- Wear your identification badge clearly visible.
- Never turn your back to patients.
- After entering a housing unit through a locked door, be sure that the door properly shuts and locks behind you.
- Once you enter a housing unit, introduce yourself to any staff present, state the reason for your visit, ask about any safety concerns, and inform staff or which part of the unit you will visit.
- Never go into any patients’ room.
- When conducting evaluations or therapy, use a room with a window and leave the door open. Make sure that security staff remains nearby and that you remain visible to them.
- Before removing a patient from a housing unit, inform unit staff.
• Professional, ethical, and safety standards stipulate that you keep proper boundaries and make every effort to avoid dual-role relationships. Do not give patients personal information about yourself, your colleagues, or other patients. Do not hug patients or initiate physical contact. Do not buy gifts or food for patients. Please, note that this is not an exhaustive list of boundary violations. If you have further questions regarding the appropriateness of a behavior please consult your clinical supervisor or the Director of Psychology, Clinical Training, and Forensic Services.

Once again, thank you for your interest in the SFETC Doctoral Psychology Internship Program.