

Department of Communication Sciences and Disorders

Master of Science

Internship Placements

Qualifications

- Only classified graduate students in good standing may be considered.
- Students must have completed, or will have completed before the internship, all coursework in the graduate program except CSAD 250.
- Students must have completed, or will have completed before the internship, all clinics except the internships. There must be no outstanding grades of Incomplete.

Application

- Qualified students will submit a completed Internship Questionnaire and Contract to the Clinic Director to be considered for Fall, Spring, or Summer placements.
- The student will indicate the semester and type(s) of internships requested and will submit documentation of all prerequisites (e.g., Certificate of Clearance, current PPD, etc.).

Placement Process

- Public School Internships-Itinerant and Special Day Class
 - Students will complete a fillable form related to their individual interests and reasonable geographic constraints related to the placement. Requests for specific sites are not guaranteed.
 - The Coordinator will survey responses from the public school community and make placements as available.
 - The Coordinator will announce Itinerant and Special Day Class placements and schedule a Public School Internship reception. Attendance for Student Interns at this reception is mandatory. A complete internship packet, including all dates, forms and clinical competency information will be reviewed during training for both clinical instructors and students on that evening.
- Medical/Private Practice Internship
 - Students will complete a fillable form related to their individual interests and reasonable geographic constraints related to the placement.
 - The Coordinator will survey responses from the community and make placements as available. Requests for placements are not guaranteed. Some sites require a resume or interview to be considered for an internship.
 - Additional placement procedures, such as interviews, will be managed with the individual student(s) when necessary.

Placement Overview

- Public School Itinerant and Special Day Class Placements
 - Internship assignments are for a minimum of nine weeks/45 days full time as dictated by the master clinician/master teacher's schedule. The student must spend 45 days onsite.
 - Internship start and end dates are dictated by the school site schedule.
 - Students will be concurrently enrolled in CSAD 250 and may not begin internships before the start of the academic semester without prior approval by the Public School Internship Coordinator. In no case may a student begin the internship more than one week prior to the beginning of the academic semester.
 - Illnesses, absences, and school holidays do not count in the 45 day total and must be made up.
 - Student Interns may not work onsite without a Master Clinician/Master Teacher on the premises.
 - Students may not conduct IEP meetings or discuss public school student assessment results or performance at IEPs without the Master Clinician/Master Teacher in attendance.
 - Student Clinicians may not serve as a substitute teacher or clinician during the internship, even if the student has a credential waiver or previous teaching credential.
 - A minimum of 25% supervision of therapy and 25% supervision of diagnostic sessions is required.
 - Students must obtain a minimum of 100 hours of direct client contact time, as required for each school internship to be completed.
 - A University liaison, who is a full or part-time faculty member, will be assigned to each placement and conducts a minimum of one site visit following initial communication about the placement details.
 - Any problems or concerns during the internship should be reported immediately to the University Liaison and the Public School Internship Coordinator. Additional site visits (as many as needed) are scheduled in cases where additional support or supervision is required in order for a student to have the opportunity to obtain the clinical competence required to acquire the independence to enter independent professional practice. The liaison will also support the master clinician in the writing and administration of any Performance Improvement Plans (PIP).
 - Master Clinicians/Master Teachers will complete and submit a mid-term and final student evaluation in CALIPSO and assign the student grade.
 - The student must complete and submit an evaluation of the Master Clinician/Master Teacher, University Liaison, and the internship site(s).
- Medical/Private Practice Placements
 - Medical/Private Practice internships will be for 9-12 weeks in length as determined by the onsite Clinical Supervisor and the Clinic Director.
 - The internship day will be determined by the onsite Clinical Supervisor's schedule.

- Clinical Supervisors must be onsite whenever the student intern is onsite.
- A minimum of 25% supervision of therapy and 25% supervision of diagnostic sessions is required.
- The minimum number of direct client contact hours to be obtained in this internship is 50 with 100 preferred.
- A University liaison, who is a full or part-time faculty member, will be assigned to each placement and conducts a minimum of one site visit following initial communication about the placement details.
- Any problems or concerns during the internship should be reported immediately to the University Liaison and the Medical/Private Practice Internship Coordinator. Additional site visits (as many as needed) are scheduled in cases where additional support or supervision is required in order for a student to have the opportunity to obtain the clinical competence required to acquire the independence to enter independent professional practice. The liaison will also support the onsite Supervisor in the writing and administration of any Performance Improvement Plans (PIP).
- Onsite Clinical Supervisors will complete and submit a mid-term and final student evaluation in CALIPSO and assign the student grade.
- The student must complete and submit an evaluation of the onsite Clinical Supervisor, University Liaison, and the internship site(s).