



GRADUATE COUNSELING

Indication of Employment and Field Experience Separation

Student Name: _____

Site name: _____

Practicum/Internship Duties: _____

- The field experience hours must extend beyond the current work hours, represent Master's level clinical work, and the student must have separate clients and supervisors for the field experience. The practicum/internship duties should be completely separate from the job duties. To avoid dual relationships in the field experience, the student should not have interaction with clients from their current or previous job duties at the site.

Practicum/Internship Supervisor Name: _____

(Must be different from Employment Supervisor)

Practicum/Internship Supervisor Position: _____

Practicum/Internship Experience: Check One

☐ Paid

☐ Unpaid

- The existence of a paid employment position in conjunction with a formal internship indicates a dual relationship at the site and must be managed according to state ethical guidelines
- The site and supervisors are *not* required to pay the intern for at least the required practicum/internship hours since the field experience is a graduation requirement.

Employment Supervisor Name: _____

Employment Supervisor Position: _____

Student Current Position: _____

- Job Duties: _____
 - Employment responsibilities will be separate from practicum/internship responsibilities and the employment supervisor will help to ensure that these responsibilities will remain separate

Student Signature

Date

If needed, please attach an additional page with further description of distinction of roles, tasks, and supervision.

Employment Supervisor Signature

Date

Internship Supervisor Signature

Date