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Initial Site Visit Interview

Name of Site: _____

Staff Interviewed: _____

Name of Interviewer: _____

Date of Interview: _____

Opening discussion items:

- Introductions
- Why we are conducting site visit
- Brief history of Consortium
- Match process
- Supervision should be documented (form can be downloaded from the website)
- Training occurs every third Thursday and Friday of each month
- Consortium tries to be proactive in handling any grievances and we greatly appreciate to be made aware of any significant concerns regarding resident problems.
- With the exception of serious ethical violations, the Consortium tries to work collaboratively with the site and student to work through any grievance.
- Tour the training site if possible.

Interview with Training staff:

(Review Application to confirm information and ask the following questions.)

- How many residents?

- Is two hours of face-to-face *individual* supervision per week possible? (Be sure to emphasize that it has to be individual and not group.)

- Who is the psychologist, and do they have prior experience supervising (how many years experience)?

- How do you and the agency support the resident when a crisis occurs? (e.g., can the supervisor be reached by phone, are there other mental health workers on site that can be consulted)?

- Is there a plan for back-up supervision (post doc requires supervision that is 2 years post-licensure)?

- Who is the secondary supervisor?

- How do you support the residents' training needs? What resources do you offer (e.g., test kits, group rooms, scoring programs).

- How much is the annual stipend for the resident? (Remind this needs to be on a fixed payment schedule.)

- Does the resident receive technologic equipment and do they get support for this equipment?

- Does the resident have an office? Do they share space?

- Do trainees have private office(s) to conduct therapy, intakes, assessment?

- What are the days and hours the resident is expected to work?

- If you have had conflict with residents in the past, how have you handled this? (If they are completely new to training, how would they handle conflict with residents?)
