

Treasure Coast Forensic Treatment Center
96 SW Allapattah Rd
Indiantown, Florida 34956

# Correct Care Solutions, LLC Treasure Coast Forensic Treatment Center



Pre-Doctoral Psychology Internship Program

Brochure

2017 - 2018

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### WELCOME

The mission of CCS/TCFTC 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 individuals we serve, and to empower individuals with mental illness and their families to achieve the highest quality of life.

The TCFTC Pre-Doctoral Psychology Internship Program aims at developing doctoral psychology interns who demonstrate intermediate to advanced professional competence in the assessment, diagnosis, and treatment of adults facing forensic issues and/or mental illness while integrating practice with science and maintaining multicultural sensitivity, and upholding high ethical standards, in a secure forensic treatment center setting. The aims and functions of the Pre-Doctoral Psychology Internship Program seamlessly align with the mission of CCS/TCFTC. Once you read this handbook, please complete the Confirmation Handbook Receipt (Appendix A) and turn it in to the Director of Internship and Postdoctoral Training. On behalf of TCFTC staff and the faculty of the TCFTC Pre-Doctoral Psychology Internship Program, welcome!

### **Accreditation and Membership Status**

The TCFTC Pre-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 2071. We currently have two funded Pre-Doctoral Psychology Internship positions. Our program is not currently accredited by the American Psychological Association; however, we hope to be accredited by the end of 2017

### Geographic Area

Treasure Coast Forensic Treatment Center is located in Indiantown, a rural community located approximately 19 miles from Stuart and 23 miles from Port St. Lucie. Although TCFTC is located in a rural area, there are many recreational activities available including fishing, hiking, kayaking and canoeing. The facility is approximately 20 miles from the beach. Most staff members commute to work from all over St. Lucie, Martin, and Palm Beach counties. South Florida, which includes Miami, Ft. Lauderdale, the Palm Beaches, and their respective suburbs, is a major metropolitan center of over three million people. South Florida offers a multitude of educational, cultural and recreational opportunities in an area well known for its superb climate.

# **Demographics**

TCFTC is a 224-bed, maximum security, private, forensic mental health treatment facility operated by Correct Care Recovery Solutions, LLC under a contract with the State of Florida's Department of Children and Families (DCF). TCFTC serves men committed by Florida circuit courts as Incompetent to Proceed (ITP) or Not Guilty by Reason of Insanity (NGRI). All patients at TCFTC are referred to as "residents." ITP residents receive competency-focused treatment to enable their return to court for legal adjudication, whereas, NGRI residents receive risk management treatment to facilitate their discharge to a less restrictive setting.

The treatment center has 14 residential units, each housing up to 16 residents. The majority of the units are comprised of ITP residents, while the NGRI residents typically fill up to three units. One of the residential units is reserved for geriatric, medically compromised, or otherwise vulnerable, yet non-aggressive residents. TCFTC residents are diverse in terms of race, sex, gender, age, creed, disability status, socio-economic status, and national origin. Spanish-speaking and Creole-speaking residents receive group services in Spanish and Creole, respectively. TCFTC residents meet criteria for a wide range of psychological disorders encompassing most major categories of the DSM-5. The most common diagnoses or diagnostic classifications include schizophrenia spectrum disorders, substance use disorders, bipolar disorders, personality (primarily antisocial and borderline) disorders, neurocognitive disorders, as well as malingering.

### **Contact Information**

Treasure Coast Forensic Treatment Center 96 SW Allapattah Rd Indiantown, Florida 34956 (772) 597-9400

### TCFTC Pre-Doctoral Psychology Internship Program

### **Internship Structure**

TCFTC offers a 2,000-hour, 12-month Pre-Doctoral Psychology Internship Program that begins each year during the first week of September. The Department of Psychology currently consists of six full-time licensed psychologists, one half-time license psychologist, one full-time postdoctoral psychology resident, and two full-time doctoral psychology interns. The Director of Internship and Postdoctoral Programs has oversight of the TCFTC Pre-Doctoral Psychology Internship Program and reports to the Director of Psychology and Forensic Services.

# Internship Staff 2016-2017

Gina Buse, Ph.D., Director of Psychology and Forensic Services
Maria Sverdlova, Psy.D., Director of Internship and Postdoctoral Programs
Gina Bettica, Psy.D., Forensic Psychologist, Clinical Supervisor
Robert Birkfeld, Psy.D., Forensic Psychologist, Clinical Supervisor
Shawn Duffee, Ph.D., Forensic Psychologist, Clinical Supervisor
John Mihalovich, Ph.D., Forensic Psychologist, Clinical Supervisor
Karen Prince, Legal Administrative Assistant

# Internship Class 2015-2016



From left to right: George Gintoli, Facility Administrator; Ashley Robinson, Intern; Dr. Duffee; Rebecca Robinson, Intern; Dr. Buse; Dr. Sverdlova; Dr. Mihalovich; Hadassah Hilliard, Intern; Dr. Bettica; Dr. Birkfeld; Andrea Stripling, Psychology Resident

### Intern Selection

Doctoral candidates in clinical and counseling psychology who have met all requirements required by their graduate are invited to apply. Prior training or experience in a forensic setting is not required. Applicants should have finished their practicum training, but are eligible for admission to the Internship before they complete their doctoral dissertation.

# **Required Forms**

- 1) APPIC Internship Application Form
- 2) Current Resume or Curriculum Vitae
- 3) Official transcript(s) of all graduate education
- 4) Three letters of recommendation from psychologists, one of which must be from the director of graduate training at the applicant's institution of higher learning
- 5) A cover letter briefly describing: professional goals, experience with particular client population(s), experience with specific treatment modalities and theoretical orientation

### **Preferred Criteria**

- 1. A minimum of 200 intervention hours and 100 assessment hours
- 2. Dissertation proposal defended
- 3. Experience or special interest in working with individuals facing forensic issues and/ or severe and persistent mental illness

Personal interviews are preferred, but not required for out-of-town applicants. Telephone interviews may be arranged. Applicants must follow the APPIC Internship matching procedures for application. This Internship site agrees to abide by the APPIC policy that no person at this training facility will solicit, accept or use any ranking-related information from any intern applicant. Applicants will be informed of Internship decisions according to the guidelines of notification and acceptance of the Association of Post-doctoral and Psychology Internship Centers (APPIC). Application materials and other correspondence concerning the Internship should be sent to:

Maria Sverdlova, Psy.D.

Director, Internship and Post-Doctoral Programs
Treasure Coast Forensic Treatment Center
96 SW Allapattah Road
Indiantown, Florida 34956
Telephone: (772) 597-9508

Fax: (772) 597-9498

The Director of Internship and Postdoctoral Programs sends interview notifications by December 9.

### **Internship Aims**

- Developing doctoral psychology interns who demonstrate intermediate to advanced professional competence in the assessment, diagnosis, and treatment of adults facing forensic issues and/or mental illness while integrating practice with science, maintaining multicultural sensitivity, and upholding high ethical standards
- 2. Developing doctoral psychology interns who demonstrate intermediate to advanced professional competence as part of a multi-disciplinary team in an inpatient forensic setting.

### **Profession-Wide Competencies**

Embedded in our forensic and clinical context, the TCFTC Pre-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-widecompetencies.

## **Stipend and Benefits**

Interns have a stipend of \$18,012.80 per year and are paid bi-weekly. Their benefit package is standard for all TCFTC employees, and they can elect to receive benefits to include 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 TCFTC. Interns are able to purchase lunch from the facility cafeteria for \$1 every day.

# **Working Hours and Paid Time Off**

The interns are expected to begin the workday no later than 8:30 am, consistently at the same time each day, as agreed upon with the Director of Internship and Post-Doctoral Training and the Director of Psychology and Forensic Services. The interns will swipe their badge through Kronos at the beginning and end of each day, as well as before and after lunch (totaling 31 minutes for lunch). It is expected that the interns eat lunch at the facility and while not engaging in work activity. At some points in the year, there will be times when interns participate in pre-approved working lunches which result in schedule adjustments. Should the interns determine that he/she will be late or absent for that day, the interns must contact their immediate supervisor, Director of Internship and Post-Doctoral Programs, and the Director of Psychology and Forensic Services immediately, ideally at least two hours prior to the time they were scheduled to arrive at work. The interns are expected to arrive on time to work.

It is expected that the interns will complete 2,000 hours onsite spread over the course of 12 months. The interns will receive all nine (9) holidays observed by the facility, three of which are considered to be "floating holidays" and can be used at any time, including as sick days. The interns will have a total of 80 hours (10 days) to use for either sick or vacation time; 32 hours (4 days) for professional or educational activities, such as attending conferences or continuing education workshops; and 16 hours (2 days) available for dissertation defense. Please note that the interns are not required to utilize the days allotted for professional activities or dissertation defense; however, should they choose do so, supporting documentation is required with submission of the time off request form or following the completion of activity. If additional leave is needed, such leave must be discussed with the Director of Internship and Post-Doctoral Programs and the Director of Psychology and Forensic Services. The interns will be expected to make up the time lost at the end of the Internship.

All scheduled and unscheduled time off requests should be documented on a time off request form (Appendix B) and submitted to the Director of Internship and Postdoctoral Training. A time off tracking sheet (Appendix C) will be utilized to ensure that the interns are meeting their hours requirement for internship. In addition, all time away from the facility needs to be requested through the Kronos system and approved by Director of Psychology and the Forensic Services. It is expected that the interns request PTO intermittently throughout the year. The interns can begin to request PTO after the first 90 days of employment/training. Due to the demands placed on the department at the end of the contract year, requesting PTO during the last three weeks of the program may not be approved. Approval of PTO requests during this time period will be left to the discretion of the Director of Internship and Post-Doctoral Programs and the Director of Psychology and Forensic Services based on performance and any other relevant factors.

# **Administrative Support**

The interns share an office with postdoctoral residents as well as a peer support specialist. 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.

## **Internship Structure and Training Activities**

Interns begin their year by attending a six-day facility orientation as well as a five-day orientation to the psychology department and the Pre-Doctoral Psychology Internship Program. The internship follows a sequential, cumulative, and increasingly complex training process so that interns can effectively acquire profession-wide competencies. The interns will be expected to carry out the duties assigned to him/her by his/her supervisor(s) and the Director of Internship and Post-Doctoral Programs. These duties include, but are not limited to, the following: forensic assessments (including competency evaluations, risk assessments, malingering assessments, and other psychological assessments), individual and group sessions, consultation to the facility units, and integrated psychological assessments, which may include cognitive screenings and full battery assessments. The interns may only take assignments/referrals from his/her supervisor and the Director of Internship and Post-Doctoral Programs, unless approval for other assignments is given by the Director of Internship and Post-Doctoral Programs or Director of Psychology and Forensic Services.

During the course of the Internship year, the interns will be expected to facilitate up to four (4) psychoeducational group sessions per week. If an Intern is scheduled to be out, it is the Intern's responsibility to find coverage. If the Intern calls out the day they facilitate a group, the Director of Internship and Post-Doctoral Programs will ask another Intern to cover. When an Intern covers for another Intern, the Intern who was out will then cover a class for the Intern who covered. The interns are responsible for communicating progress towards competency as evidenced by observation in groups to the Recovery Plan Coordinator and Psychologist.

The interns are expected to submit at least two (2) psychological reports per week, which will be assigned by the supervising psychologist. It is expected that the interns will view the Intern & Post-Doc Tracking Log regularly so as to keep track of work due. Throughout the course of Internship, the interns might be expected to write Competency Reports as well as Interim Progress Reports. Writing such reports will be based on skill level of the interns and comfort level of both the interns and the supervising psychologists. Writing such reports will also be based on the type of case. An Interim Progress Report is typically a

shorter and less time consuming report than a Competency Report; therefore, two of Interim Progress Reports shall be considered equal to one Competency Report.

The interns are also expected to complete no more than eight (8) additional Competency Assessment Tools (CAT) each week, as assigned by the supervising psychologists. After performing a CAT, the interns will then discuss their opinion about competency with the supervising psychologist. The only time an Intern should circle "Competent" on a CAT is after a discussion is held with the Supervisor and there is agreement between the two. Should there be no resolution to the disagreement, the Director of Psychology and Forensic Services will become involved. At times, the workload may be shifted to include more reports and fewer CATs or vice versa. Furthermore, the interns might be assigned to perform psychological testing in place of CATs or reports, as assigned by the supervising psychologists. The tasks assigned to the interns will be comparable with regards to time and effort required for completion. If any concerns regarding the interns' workload arise, these concerns shall be discussed with the Director of Internship and Postdoctoral Programs, who will provide consistent oversight over the interns' assignments.

The interns will carry up to two (2) supportive services cases at a time. Supportive services cases may include both ITP and NGRI residents, as clinically indicated and based on need. The cases will be assigned to the interns during Psychology Department meetings following a discussion with the supervising psychologists, the Director of Psychology and Postdoctoral Programs, and the Director of Psychology and Forensic Services.

All clinical documents, to include CATs, progress notes, and reports, written by the interns will be signed by the supervising psychologists prior to submitting the note into the chart. It is the responsibility of the interns to obtain signatures and submit paperwork in the chart in a timely manner.

In addition, over the course of the Internship, the interns may be asked to complete risk assessment (using the HCR-20 and the SVR-20) and full battery assessments. Full battery assessments may be assigned for the purpose of evaluating malingering, understanding barriers to competency restoration or assessing personality factors, and other issues that might be associated with adjustment to conditional release.

The interns may also be asked to attend Recovery Team meetings, as such participation allows the interns to be an active participant in the multidisciplinary recovery process and to build on their clinical knowledge as well as their professional identity.

Diversity of training is promoted through participation in a variety of therapy and assessment experiences, interactions with various assigned treatment units, and interaction with multiple supervisors and clinical staff throughout the facility. The interns will have the opportunity to work with a diverse population and will be expected to show respect and sensitivity to individual differences involving culture, race, religion, and sexual orientation.

Didactic seminars, case conferences, and forensic case law series are also essential components of Internship training. An average of two (2) hours of didactics will be offered a week. Some of the topics that will be taught in the didactic training include: multicultural education, ethics, competency assessments and competency restoration, risk assessments and risk management strategies, treatment strategies for severely and chronically mentally ill persons, behavioral planning, cognitive screening, and personality assessment. An important part of each seminar is the examination and application of recent and relevant research articles to the practice of psychology. The interns are required to attend and actively participate in these important components of the Internship program. During the course of the year, the interns have the opportunity to present cases (therapy, assessments, and/ or behavior plans) during group supervision or case conferences. Neither of these latter opportunities are requirements, but are encouraged.

# Supervision

The interns will participate in at least two (2) hours of individual face-to-face supervision with a licensed psychologist each week. The interns will be exposed to several different supervisors with various theoretical orientations and supervisory styles in order to broaden and diversify the interns' experience. All clinical supervisors are doctorate-level psychologists currently licensed in the state of Florida. The interns will also participate in at least two (2) hours of group supervision per week, provided by one of the supervising psychologists as well as the Director of Internship and Post-Doctoral Programs. During group supervision, it is expected that discussion related to clinical as well as professional issues will take place.

The interns' assignments will be entered into the Tracking Log by the supervising psychologists. It is the interns' responsibility to view the log regularly. Prior to morning meetings each Monday, the interns' will participate in group supervision with the Director of Internship and Postdoctoral Programs in order to address issues related to clinical assignments for that week, among other matters. The interns will also participate in group supervision with the Director of Internship and Postdoctoral Programs at the conclusion of each week. It is the interns' responsibility to manage the workload adequately, so as to satisfy deadlines. It is also the interns' responsibility to communicate effectively to the supervising psychologists and the Director of Internship and Postdoctoral Programs if the work is unable to be submitted in time. Such communication should be made in advance so that other arrangements to get the work done can be made.

The Director of Internship and Post-Doctoral Programs will monitor and oversee distribution and timeliness of interns' tasks and assignments.

The interns might be offered to complete a biweekly activity log and turn this log in to the Director of Internship and Postdoctoral Programs during supervision. Collaboratively, the interns and the Director of Internship and Postdoctoral Programs will track the completion of clinical activities to make certain that the interns keeping up with all program requirements. While this is not a requirement, it is an effective tracking mechanism for the interns to use at the end of the year.

### THE EVALUATION PROCESS

### **The Evaluation Process**

The Internship program assesses the interns' performance and conduct on an ongoing basis. Feedback from the supervising psychologists facilitates the interns' professional growth by acknowledging strengths and identifying performance or conduct that needs improvement. The Director of Internship and Post-Doctoral Programs will be primarily responsible for the interns' evaluation. Feedback from all supervising psychologists will be incorporated into a comprehensive evaluation, which will then be discussed with the interns. In addition, the Director of Psychology and Forensic Services will observe the interns facilitate psychoeducational groups, and feedback provided based on observations will be incorporated into the interns' evaluation.

The evaluations will be completed on a quarterly basis, or every three (3) months. The Director of Internship and Post-Doctoral Programs will complete a written evaluation based on the feedback from the supervising psychologists and the Director of Psychology and Forensic Services, and will meet with each intern individually to discuss the interns' performance. In this feedback session, differences between the interns' views and the supervisors' appraisals may surface and in most cases are resolved through discussion. The interns and the Director of Internship and Postdoctoral Programs will sign the written evaluation to acknowledge that the evaluation has been discussed. Based on the evaluations, the interns' training plans may be modified to better meet their training needs and the training program's requirements. If the interns disagree with the evaluation, they can put their objection in writing. Their response will be attached to the evaluation in their file and will be presented to the Director of Psychology and Forensic Services and the Director of Training of the graduate program.

The Director of Internship and Post-Doctoral Programs is responsible for communicating with the interns' graduate programs about the interns' activities and progress. The interns' graduate program receives

copies of the evaluations of the interns' skills and professionalism. At any time, if problems arise that cannot be remedied successfully by the supervising psychologists and the Director of Internship and Post-Doctoral Programs, the Director of Psychology and Forensic Services, the Corporate Director of Clinical Programs, the Director of Training at your graduate program, and the Human Resources Department Director will be notified.

After each didactic seminar, Interns provide feedback to the leadership of the TCFTC Pre-Doctoral Internship Program by completing a Didactic Seminar Evaluation Form. Interns also complete semi-annual and annual written evaluations of their supervisors and the Pre-Doctoral Internship Training Program. Intern feedback is used to assess program strengths and areas of improvement and to modify the TCFTC Pre-Doctoral Internship Program as necessary.

### **Ethical Standards of Performance**

The Intern will abide at all times by all ethical principles set forth by the American Psychological Association's Ethical Guidelines as well as those set forth by the Florida Statute 490, which governs the professional behavior of psychologists practicing within the State of Florida. The Intern agrees not to engage in any problem behaviors that can be perceived by other clinical staff as disrupting the quality of clinical services, the Intern's relationships with peers, supervisors or other staff. Some examples of problematic behaviors include the following (Note: this list is not exhaustive). Problematic behaviors also include all behaviors discouraged by this Internship's program guidelines, the facility's policies and procedures, and APA's Ethical Guidelines:

- 1. Engaging in dual role relationships with residents
- 2. Violating the confidentiality of residents
- 3. Not respecting appropriate boundaries
- 4. Failing to identify and report high risk behaviors of residents
- 5. Leaving facility grounds or being absent from facility grounds without one's supervisor's approval
- 6. Failing to inform one's supervisors of important or inappropriate activities
- 7. Repeated tardiness
- 8. Placing work in the resident's medical record without prior supervisor approval
- 9. Failing to acknowledge or correct a problem that has been identified by a supervisor
- 10. Not adhering to deadlines for written work as delineated by a supervisor and/or by Internship guidelines
- 11. Plagiarizing another's work or giving one's work to someone else to do
- 12. Treating peers, residents and/or supervisors in a disrespectful or unprofessional manner

# **Progressive Discipline Procedures**

Consistent with TCFTC 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, infringe on the quality of clinical services, and disrupt relationships with TCFTC 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 TCFTC patients and/or staff). In these instances the Director of Psychology and Forensic Services collaborates with the Human Resources department of TCFTC in determining the appropriate course of action. The Director of Internship and Postdoctoral Programs is responsible for keeping the intern's graduate program updated about these issues.

### **PERSONNEL POLICIES**

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

# **Equal Opportunity Employer**

TCFTC 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 TCFTC.

### Security and Health Clearance Requirements upon Acceptance of Internship

Upon acceptance to the Internship, each intern is required to make arrangements through TCFTC for the following:

- 1) Fingerprint background check (on site)
- 2) Drug screen
- 3) Physical Examination
- 4) Provide proof of immunization for measles, mumps and rubella (MMR)
- 5) Provide results from a current PPD antigen test for tuberculosis (on site)

TCFTC provides the above-mentioned services during the week prior to the official Internship start date. New interns must make arrangements with Human Resources at the beginning of August in order to satisfy these requirements.

### **Dress Code**

Psychology interns must dress in accordance with professional and safety guidelines as outlined in TCFTC policies. Examples of inappropriate dress include but are not limited to the following: low-cut necklines, sheer clothing visibly revealing undergarments, garments with profane or offensive pictures or slogans, excessively loose or tight fitting clothing, shorts, leggings, shoes with heels in excess of 2 inches, skirts, dresses, capris, or cropped type pants that are more than 2 inches above the knee. In addition, the following are prohibited: pins, brooches, all dangle and hoop type earrings, scarves, belts with heavy buckles, sandals, flip flops, bedroom slippers, or backless shoes; bracelets that could be grabbed, pulled, or used to choke a person; hat unless required for the performance of duty or needed in the recreation yard; sunglasses or dark-tinted prescription lenses that might hamper identification; and any other items that could be considered hazardous to healthy, safety, or security of TCFTC's residents and staff.

### **Security Precautions**

The security of TCFTC is vital to all departments and disciplines. All employees of TCFTC must remember they are here to provide a safe and secure environment and facilitate treatment programs for those we serve. All carried items such as lunch boxes, purses, bags, etc. are subject to search prior to entering and exiting the facility. In addition, all persons entering the facility are subject to a search (including metal detection and personal clothed search). The list of items that are considered contraband and not allowed at the facility includes, but is not limited to: knives, scissors, metal utensils, nail files, alcohol, illegal drugs, glass or ceramic, aerosols, lighters/matches, can openers (i.e. P-38 military style), audio/video recording devices, any unauthorized cell phone or pager, backpacks, totes/gym bags/book bags, large purses, aluminum foil, cigarettes/tobacco, plastic containers over 20 ounces (approved water bottles are permitted), and gum. Please note that firearms or other weapons are not allowed on facility property – not even in your vehicle. With regards to staff interactions with residents, these are some important guidelines:

- Familiarity with residents (beyond the scope of rapport building) is counterproductive to their recovery
- Do not bring anything in or take anything out of the facility for a resident
- No correspondence with or for residents (letters, packages, etc.)
- Do not take anything from a resident
- Do not address a resident by his first name and he should not address staff by their first name
- No inappropriate or unnecessary physical contact with residents
- Never allow a resident to touch your keys
- Keys should remain in your possession at all times

- Do not leave personal items unsecured on the units or in classrooms
- Employees should never enter a resident's room without other staff present (unless there is an emergency)



THANK YOU FOR YOUR INTEREST IN CORRECT CARE LLC/TCFTC PRE-DOCTORAL PSYCHOLOGY INTERNSHIP PROGRAM