

## HOWARD UNIVERSITY CLINICAL ASSIGNMENT AGREEMENT REQUIREMENTS

The minimum externship experience is **800** hours, of which at least **300** hours is in direct service experience and at least **100** hours is in formally scheduled supervision. Other recommended extern activities include attending case conferences, writing reports and maintaining current clinical notes. It is your responsibility to make sure that your site supervisor is aware of the required hours. Students are required to meet weekly for the duration of the externship with their professor at a prearranged time and place.

### STUDENT INFORMATION

Name	Training Level (please check one): <input type="checkbox"/> Practicum <input type="checkbox"/> Year two <input type="checkbox"/> Year three <input type="checkbox"/> Year four		
Address			
Home phone	Cell Phone	Email	

### SITE INFORMATION

Training Site Name		
Training Site Address		
Training Director	Phone	Email
Supervisor	Phone	Email
Supervisor	Phone	Email
Length of Agreement: August/ September _____, 20____ to May/ June _____, 20____		
Days and Hours Attending Site:		

### TRAINING ACTIVITIES

1. <b>Direct Services</b> (face-to-face assessment & treatment activities):	Hours per week:	Please specify:
2. <b>Indirect Services</b> (charting, report writing, informal consultation, video/audio tape review, etc.)	Hours per week:	Please specify:
3. <b>Didactic Activities</b> (in-service, seminars, general case conferences, grand rounds, administrative meetings, etc.)	Hours per week:	Please specify:
4. Supervision	Hours per week:	Please specify:

TOTAL HOURS PER WEEK ON SITE (sum of 1 through 4):

### AGREEMENT

*In signing this agreement: All parties agree to act in accordance with the Ethical Principles of Psychologists and Standards for Providers of Psychological Services of the American Psychological Association, the training policies and procedures of Howard University, Washington, DC and the training site. The student and agency training representative attest to the accuracy of this document and further agree to contact the Howard University Training Director at the earliest opportunity to sign a new Externship Assignment Agreement, should any changes occur in the content of this agreement subsequent to signing.*

Signature of Student	Date
Signature of Training Supervisor	Date
Approved, Howard University Training Director	Date