



REQUIREMENTS FOR SUCCESSFUL INTERNSHIP PERFORMANCE

Expected Competencies

The SD-PIC requires that interns demonstrate minimum levels of achievement across all training competencies, as outlined in the Competencies. Interns are formally evaluated by their primary supervisor three times during their internship, after 3 months, 7 months, and the end of the training year. The evaluation form includes information about the interns' performance regarding all of SD-PIC's expected competencies and the related training elements.

All SD-PIC interns are expected to complete 2000 hours of training during the internship year of which a minimum of 500 hours must be face-to-face. Meeting the hours requirement and obtaining sufficient ratings on all evaluations demonstrates that the intern has progressed satisfactorily through and completed the internship program. Feedback to the interns' home doctoral program is provided at the culmination of the internship year. Doctoral programs are contacted within one month following the end of the internship year and informed that the intern has successfully completed the program.

In addition to the evaluations described above, interns must complete a self-evaluation form at the beginning and end of the internship. Interns will also complete a Program Evaluation survey at the mid-point and end of the internship year to provide feedback that will inform changes or improvement to the training program.

Minimal Levels of Achievement for Completion

In addition to completing 2000 hours of training during the internship year, a minimum level of achievement on each evaluation is required.

A minimum level of achievement is defined as a rating of "3" for each competency. The rating scale for each evaluation is a 5-point Likert scale, with the following rating values: 1= Significant Development Needed, 2= Development Needed, 3= Meets Expectations, 4= Exceeds Expectations, 5= Significantly Exceeds Expectations. If an intern receives a score less than 3 on any component of any evaluation, or if supervisors have reason to be concerned about the

intern's performance or progress, the program's due process procedure will be initiated. The due process procedure can be found on www.sd-pic.org.

If successful completion of the program comes into question at any point during the internship year, or if an intern enters the format review step of the due process procedure due to a grievance by a supervisor or an inadequate rating on an evaluation, the home doctoral program will be contacted within 30 days. This contact is intended to ensure that the home doctoral program, which also has a vested interest in the interns' progress, is kept engaged to support an intern who may be having difficulties during the internship year. The home doctoral program is notified of any further action that may be taken by SD-PIC because of the due process procedure, up to and including termination from the program.

Review/revised and approved by SD-PIC Faculty on 10/17/2022.