

Internship Supervisee Weekly Log of Activities	Month/Year _____						
Supervisee's Name							
Work setting in which Supervision took place							
Supervised hours for the week ending							
Supervision & Training							
Face-to-face individual supervision with primary supervisor							
Face-to-face individual supervision with delegated supervisor							
Group supervision with primary or delegated supervisor							
Training Activities							
Professional Services Performed							
Individual psychotherapy							
Couples, children & /or family psychotherapy							
Group psychotherapy							
Testing & assessment (face-to-face administration, feedback session)							
Intakes							
Consultations							
Other Work Performed							
Case management (case notes, test interpretation and report writing, etc.)							
Staff meetings							
Administrative duties							
Other professional activities (describe)							
Total number of hours of supervised experience per week							
Total number of hours of SPE performed satisfactorily							
Primary supervisor's printed name and psychology license number							
Primary supervisor's signature and date	<p>I certify that the information on this form accurately represents the training activities</p> <p>Of _____ (Supervisee)</p> <p>At _____ (Work setting)</p> <p>Primary supervisor's printed name and psychology license number _____</p> <p>Primary supervisor's signature and date _____</p>						
Delegated supervisor's printed name, license type and number							
Delegated supervisor's signature							
Delegated supervisor's printed name, license type and number							
Delegated supervisor's signature							
Supervisee's signature and date							

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 New (2016-17) suggested categories are highlighted in yellow. See the Section 1387.5 of the California Code of Regulations for exact regulations.

Form available for download at www.capic.net Phone: 925-969-4550. Email: capicadmin@capic.net

Section 1387.5 of the California Code of Regulations
Regarding Supervised Professional Experience Log

This section became effective August 27, 2005.

- a) The supervisee shall maintain a written weekly log of all hours of SPE earned toward licensure. The log shall contain a weekly accounting of the following information and shall be made available to the board upon request:
 - 1) The specific work setting in which the SPE took place.
 - 2) The specific dates for which the log is being completed.
 - 3) The number of hours worked during the week.
 - 4) The number of hours of supervision received during the week.
 - 5) An indication of whether the supervision was direct, individual, face-to-face, group, or other (specifically listing each activity).
 - 6) An indication of whether the SPE performed that week was satisfactory.
- b) This log must also contain the following information:
 - 1) The supervisee's legibly printed name, signature and date signed.
 - 2) The primary supervisor's legibly printed name, signature, license type and number, and date signed.
 - 3) Any delegated supervisors' legibly printed name, license type and number.
 - 4) A description of the psychological duties performed during the period of supervised professional experience.
 - 5) A statement signed by the primary supervisor attesting to the accuracy of the information.
- c) When SPE is accrued as part of a formal internship, the internship training director shall be authorized to provide all information required in Section 1387.5(b).