



# CAPIC

CALIFORNIA PSYCHOLOGY  
INTERNSHIP COUNCIL

CAPIC  
100 Ellinwood Way  
Suite N275h  
Pleasant Hill, CA 94523

925.969.4550  
[capicadmin@capic.net](mailto:capicadmin@capic.net)  
[www.capic.net](http://www.capic.net)

## **CAPIC Externship Program** Effective 10/05/2016

### **Background:**

CAPIC has seen a significant decrease in student participation in its internship match process in the past few years.

Concurrently, CAPIC has seen an increase in students seeking advanced/post-practicum training opportunities, with some training programs withdrawing from the BAPIC match at the eleventh-hour to obtain such trainees rather than practicum trainees.

As CAPIC continues its efforts to promote its internship programs, it also seeks to keep existing programs engaged in training students throughout the training pipeline, from practicum (through BAPIC or SCAPTP), to externship (as being developed here), to internship and through to postdoctoral training. Based on the online poll given this past June, the CAPIC membership expressed an interest in an externship program. This externship program is intended to help address our intern shortage, as well as to help our training programs to continue to serve their communities.

As a result we have developed a CAPIC externship program, with the following definitions, criteria, procedures and timeline:

### **Definitions:**

- Definition of CAPIC Externship:
  - o A training program at a CAPIC internship program which provides additional voluntary clinical experience for students who have completed their practicum requirements and not yet started internship.
- Definition of Extern:
  - o A student who has completed practicum requirements and not yet entered an internship; AND
  - o A student who is currently enrolled at a CAPIC doctoral academic program is preferred, although a doctoral program that meets CAPIC qualifications (e.g. APA-accredited or regionally accredited academic institution) is also acceptable.
- Clarifications:
  - o An externship is voluntary.
  - o An externship is not a practicum training.
  - o An externship is not an internship.

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- An extern does not meet the formal requirements for minimum cohort as defined by CAPIC, the National Register, APPIC and APA/CoA.

## **Criteria:**

- Required minimum criteria:
  - Contract: A contract among the site, the doctoral academic program and the student stipulating the specific parameters of the externship experience.
  - Supervision: 1 hour/week of individual face to face supervision by a licensed mental health professional.
  - Evaluation: Evaluations conducted at the mid-term and final points of the externship.
- Recommended minimum criteria:
  - Duration: 8 hours/week for at least three months
  - Training: 10% of the student's time must be spent on didactics
  - Supervision: The primary supervisor is expected to be a licensed CA psychologist, unless otherwise arranged with the doctoral academic program.

## **Protocol and Procedures:**

- CAPIC connects students with externship training opportunities by maintaining a clearinghouse of CAPIC internship programs (not postdocs) which have available externship positions for students.
- Internships inform the CAPIC office of any available externship positions, specialties (if any), contact person(s), and deadline, if any. The CAPIC office will create and update this Externship clearinghouse spreadsheet as appropriate.
  - Initially, this clearinghouse list would be maintained using a spreadsheet format, similar to CAPIC's Post-Clearinghouse list that is posted on the CAPIC website.
  - Eventually, depending in part on the growth/interest in CAPIC externships, an online profile for externship (possibly as a supplement to the existing CAPIC internship online profile) would allow the externship to update its externship availability on its own, which would be automatically updated and posted on the CAPIC website.
  - Programs should also keep other relevant organizations informed (e.g. BAPIC, SCAPTP) to increase cooperation among us and reduce unnecessary misunderstandings or conflicts.

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- Students, in consultation with their doctoral academic program, contact externship sites directly regarding available positions.
  - o Externships define their application requirements and procedures. CAPIC does not provide a standard application for externships.
  - o Externships directly evaluate applicants and offers positions to them, as appropriate. There are no online ranking or matching processes.
- The externship contractual relationship is between the student's doctoral academic program and the externship.
- While CAPIC conducts quality assurance on its active internship programs, quality assurance for these externships is the responsibility of the student's doctoral academic program.
- Site Fee: No additional fee. Sites must be at active CAPIC internship programs, with paid-up membership dues.
- Student Fee: None

### **Externship Timeline:**

- Sites determine their own timeline for participating, considering applicants and offering externship positions. Application deadlines (if any) are set by the sites themselves.
- Below is the timeline that CAPIC will follow for publishing and maintaining its list of these participating externships:
  - o Feb 12<sup>th</sup> – Sites send availability to CAPIC office to be listed by the 20<sup>th</sup>.
    - Feb 20<sup>th</sup> - CAPIC posts first group of sites on CAPIC website
  - o CAPIC updates the list on a monthly basis, on the 10<sup>th</sup> of every month.
    - To be included, participating externship sites must inform the CAPIC office by the 7<sup>th</sup> of each month.

### **Externship Program Rollout and Evaluation:**

- The CAPIC Office will announce this CAPIC Externship Program with our program members in October 2016 and promote it with them at least monthly throughout the Winter and Spring, until the end of the CAPIC Clearinghouse match process for 2017-18 CAPIC internships.
- The CAPIC Office will report ongoing participation in this Externship Program to the CAPIC Board at its quarterly meetings to assess the successes and challenges of the program. CAPIC will also survey participants (including students) on the successes and challenges of this program.
  - o These assessments will also be shared with the CAPIC membership.

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