### **Instructions for Completion**

**Students,** please initiate this document by recording your week's activities to be discussed in <u>mandatory weekly one-hour supervision</u> with your field instructor. Click the **Save Draft** button each week. At the end of the month, you will submit this document by clicking the **Journal Student Entry** button listed after week 5. This will send a message to your field instructor to sign. If there are not 5 weeks in the month, leave the section blank, but you must always click the week 5 journal entry to finalize your monthly submission.

Task Supervisors (if applicable), please review this document weekly and communicate progress and opportunities for growth with the student and field instructor.

Field Instructors, please review this document each week during your *mandatory weekly one hour supervision* to address student concerns and questions and to discuss documentation, self care, progress and opportunities for growth. At the end of the month, your submission statement will verify the student's hours and field learning experiences. After your input, the form will be sent to the Field Director for grading.

## Week 1

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is week: Concerns, etc.) I approve the accrued hours for this week	.•	
2.00 Yes No		

Actioned by Ray, Marie (486175) on 3/3/2020 7:16:35 PM

## Week 2

L			
Date	Competencies Addressed:	Practice Behaviors	<b>Description of Learning Activities (2-3 sentences per</b>
(Start Sun Sat.	(A minimum of <u>4 required</u> each week)	(Please list the required 4 numbers to match the	competency)
11:59 p.m.)	I. Demonstrate Ethical and Professional Behavior	competencies selected) (i.e. 1.2=competency #1 and practice	Describe how you are applying classroom theory/knowledge
2/9/20 - 2/15/2	□ 2. Engage Diversity and Difference in Practice	behavior #2)	into field experiences to demonstrate competency.
219120 - 211312	□ 3. Advance Human Rights and Social, Economic and	1.2	1.2 - Self-regulation
	Environmental Justice	6.2	At the beginning of this week I didn't have any clients
	□ 4. Engage in Practice-Informed Research and	7.1	scheduled. I wasn't sure if I should come in or ask if I
		9.2	could complete some paperwork at home. So, instead
	5. Engage in Policy Practice		I decided that in order to be professional, I still needed to go to the office even though I didn't have
	✓ 6. Engage with Individuals, Families, Groups,		any clients, because this was my job. I was able to
1	Organizations and Communities		catch up on my trainings and go over my clients

	<ul> <li>Organizations and Communities</li> <li>7. Assess Individuals, Families, Groups,</li> <li>Organizations and Communities</li> <li>8. Intervene with Individuals, Families, Groups,</li> <li>Organizations and Communities</li> <li>9. Evaluate Practice with Individuals, Families,</li> <li>Groups, Organizations and Communities</li> <li>Did Not Accrue Practicum Hours</li> </ul>		any chencs, because this was my job. I was able to catch up on my trainings and go over my clients paperwork to see if there was any information that I've missed or any information that was misunderstood. 6.2 - Use Empathy During my one session, I was able to show empathy by listening to my client and letting her know that I understand what she is going through. She discussed that her "love life" didn't exist. She then became emotional and I was able to comfort her by letting her know that it's okay to cry and that it was good to cry because it's best to let out her emotions. I then handed her my tissue box. 7.1 - Collect and organize data Because I didn't have any clients, except for one, I was able to go back and read up on the DSM-5 again. I understood that I read though it last week but because I was free, I wanted to learn more information that could possibly help my clients in the future. While reading I also searched different strategies and tools that I could use in the future to help my clients. 9.2 - Evaluate Effectiveness At the end of this week I meet with my client that has been struggling with managing her depression. In our previous session my client's homework was to have at least 10-15 minutes of "me time." During this session my client discussed with me that she sits outside of her job for 10 minutes and she has noticed that that has helped her tremendously. She stated that this new exercise has allowed her to be alone and not have to think about her situations at home or work. She was able to take a break from the world.	*
I completed one hour of self care for the week referenced above. (1 hour maximum may be counted each week in total accrued field hours.) •Yes No	Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.) I caught up on some sleep. This was an important self care because I have been sick lately and it's mainly because my body hasn't had time to rest. I got to go to sleep early and wake up later than usual. I need those extra hours of sleep.	I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.) ○Yes •No	Describe areas of growth, concern or questions to ad during supervision (2-3 sentences). A concern/question that was discussed during supervision was that I wonder why I don't like awkward silence. But I learned that silence is actually good when it comes to a therapy session because it allows the client to have a chance to speak but to also have a chance to think. I was afraid that I would feel like I am not completing my job to my best ability if their is silence.	
Hours accrued this week: 15.00	Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)	Field Instructor Comments 1.2 - Was there anything you were able to do at the office that day you didn't have any clients scheduled that may have provided an opportunity for you to serve in a clinical or administrative way?	<ul> <li>Field Instructor Approval of Weekly Hours</li> <li>I approve the accrued hours for this week.</li> <li>Yes No</li> </ul>	

Actioned by Ray, Marie (486175) on 3/3/2020 7:16:42 PM

Week 3

Date (Start Sun Sat. 11:59 p.m.) 2/16/20 - 2/22/	Competencies Addressed: (A minimum of <u>4 required</u> each week) 2 1. Demonstrate Ethical and Professional Behavior 2 2. Engage Diversity and Difference in Practice 3. Advance Human Rights and Social, Economic and Environmental Justice 4. Engage in Practice-Informed Research and Research-Informed Practice 5. Engage in Policy Practice 6. Engage with Individuals, Families, Groups, Organizations and Communities 7. Assess Individuals, Families, Groups, Organizations and Communities 8. Intervene with Individuals, Families, Groups, Organizations and Communities 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities 10. Did Not Accrue Practicum Hours	Practice Behaviors (Please list the required 4 numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2) 1.3 2.3 6.2 7.4	Description of Learning Activities (2-3 sentences per competency) Describe how you are applying classroom theory/knowledge into field experiences to demonstrate competency. 1.3 - Oral Communication During this week I had a client that was scheduled on a day that I wasn't able to attend. So, I had to call my client and professionally ask her if she minded if we rescheduled our appointment. I had to make sure I also worked around her job schedule to make sure she would be able to attend the next session. 2.3 - Self-awareness During my session with my client she stated that she was no longer taking her medication because it was making her gain weight. She felt like gaining 6 pounds was detrimental and stated, "skinning people have more fun." During this session I had to control my personal biases because I am not what is seen as skinning. However I discussed with my client why she doesn't think that people that are not skinning don't have fun. Listening to her, I learned that she was raised that way and seeing her mother not being skinning and struggling she assumed that if you're not skinny then you struggle. 6.2 - Use Empathy During my session, with my client, I was able to have a better understanding of why my client believed that people that were not skinny didn't have fun. Listening to her reasoning behind that I was able to show empathy because I was able to understand her and not judge her thoughts. 7. 4 - Select Strategies Before my session I conducted research of multiple tools/strategies that have helped individuals that have been diagnosed with anxiety. I eventually implemented 1 specific strategy with my client. During the session, I learned that my client has a hard time focusing on reality so I suggested that she tries the 5-4-3-2-1 grounding technique. It has been studied that this technique has helped individuals with anxiety be able to manage their thoughts and be able to focus on what is taking place in front of them at that very moment.
I completed one hour of self care for the week referenced above. ( <u>1 hour</u> <u>maximum</u> may be counted each week in total accrued field hours.) •Yes No	Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.) I went to dinner with an old friend. We haven't talked much because we had a disagreement but I thought it was time to fix our relationship. For me this is self care because in the back of my head I knew I missed my friend but I was too stubborn to reconnect with her. And now that I have, it's like we never stopped talking.	I completed my weekly journal entry prior to weekly supervision. ( <u>1 bonus hour maximum</u> may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.) ●Yes No	Describe areas of growth, concern or questions to address during supervision (2-3 sentences). A growth that will be address during supervision, is that I've noticed that I have become more comfortable with speaking to my clients. I have also notice that it has become easier for me to assign my clients homework that could possibly help manage their anxiety.
Hours accrued this week: 14.00	Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.) Great implementation of techniques and skills for clients!	Field Instructor Comments 1.3 - What was your client's reaction when you asked her to reschedule? How did you respond if it was adverse? 2.3 - Great job at using your inner dialogue to fuel a productive discussion to help your client address and challenge her own personal beliefs! 7.4 - Can you share a bit more about how the tool you used impacted your client? Also, what was the experience like for you as a clinician to use a specific tool like that in your session?	<ul> <li>Field Instructor Approval of Weekly Hours</li> <li>I approve the accrued hours for this week.</li> <li>●Yes No</li> </ul>

### Actioned by Ray, Marie (486175) on 3/3/2020 7:17:02 PM

Week 4

Date (Start Sun Sat. 11:59 p.m.) 2/23/20 - 2/29/	Competencies Addressed: (A minimum of <u>4 required</u> each week) 2 I. Demonstrate Ethical and Professional Behavior 2 Engage Diversity and Difference in Practice 3. Advance Human Rights and Social, Economic and Environmental Justice 4. Engage in Practice-Informed Research and Research-Informed Practice 5. Engage with Individuals, Families, Groups, Organizations and Communities 7. Assess Individuals, Families, Groups, Organizations and Communities 8. Intervene with Individuals, Families, Groups, Organizations and Communities 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities 10. Did Not Accrue Practicum Hours	Practice Behaviors (Please list the <u>required 4</u> numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2) • 1.4 • 2.2 • 6.2 • 8.1	Description of Learning Activities (2-3 sentences per competency) Describe how you are applying classroom theory/knowledge into field experiences to demonstrate competency. 1.4 - Technology Use During my one session this week, I was able to use technology professionally. I used our database to be able to take notes and fill out our Individual Session document. This data based allowed me to access my clients information, our previous sessions, and her emergency contact if needed. 2.2 - Learner During my session my client mentioned her pass relationship and how it was abusive. She stated that she has noticed how much she has grown and doesn't want to turn back. As the therapist, I let my client understand that she is the expert of her own life and she is the only person that knows what is truly best for her. I also explained to her that my role in this situation is to be her therapist which is to be a listener, provide support, education, and help her learn how to help herself and make educated decisions. 6.2 - Engage with Individual During my session I was able to show empathy to my client by allowing her to understand that what she was feeling was normal. I didn't want her to think that what she was feeling was wrong and that she thought no one else goes through an abusive relationship is hard and that no one deserves that and it was amazing that she was able to remove herself. 8.1 - Evidence-based Intervention During my session I was able to use Supportive Psychotherapy (SP). Using SP allowed me to help my client maintain, restore, and possibly improve her self-esteem, ego functions, and adaptive skills. Listening to my client I explained to her how carlier she mentioned how much she has grown, and I stated to her that if she contacted her. At the end my client stated that she just needed a second validation that she was doing the right thing by not reaching out to the woman.
I completed one hour of self care for the week referenced above. (1 hour maximum may be counted each week in total accrued field hours.) • Yes No	Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.) I went back home, to Nashville. I have been feeling depressed lately and I needed my family to reinsure myself that I can get through this. Seeing my family made me happy and I needed that.	<ul> <li>I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.)</li> <li>●Yes No</li> </ul>	Describe areas of growth, concern or questions to address during supervision (2-3 sentences). During my supervision, the concerns that we will discuss will be based off of the learning agreement. We will be able to finalize it and have it submitted.

Hours accrued this week: 14.00	Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)	<ul> <li>Field Instructor Comments</li> <li>2.2 - As a therapist, you're also providing support, education, and helping clients learn how to help themselves and make educated decisions.</li> <li>6.2 - Is there an evidenced-based practice strategy that you used with this client?</li> <li>7.3 - Actually there isn't a 7.3 :) If you can think of an evidence-based clinical intervention you used during this client's session or a theory that your method of counseling may most closely resemble, you could count this for Competency 8.1. Also, I think it's important that even though you may have your beliefs about what is in her "best interest," she needs to be able to feel supported by you no matter what decision she ends up making - hence the delicate balance with sharing your own personal opinion.</li> </ul>	Field Instructor Approval of Weekly Hours         I approve the accrued hours for this week.         Yes No

Actioned by Ray, Marie (486175) on 3/3/2020 7:17:14 PM

# Week 5 (If there are not 5 weeks in the month, leave this section blank, but you must always click Week 5 journal entry to finalize your monthly submission)

Date (Start Sun Sat. 11:59 p.m.)	Competencies Addressed: (A minimum of <u>4 required</u> each week)	Practice Behaviors (Please list the <u>required 4</u> numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)	Description of Learning Activities (2-3 sentences per competency) Describe how you are applying classroom theory/knowledge into field experiences to demonstrate competency.
I completed one hour of self care for the week referenced above. (1 hour maximum may be counted each week in total accrued field hours.) Yes No	Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)	I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.) Yes No	Describe areas of growth, concern or questions to address during supervision (2-3 sentences).
Hours accrued this week:	Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)	Field Instructor Comments	Field Instructor Approval of Weekly Hours I approve the accrued hours for this week. Yes No

## Actioned by Ray, Marie (486175) on 3/3/2020 7:17:23 PM

**Hours Accrued** 

Total Monthly Hours Accrued	Total Cumulative Field Hours Approved to Date
55.00	55.00

### Task Supervisor Instructions: After leaving your comments above, click SAVE DRAFT button next to "Field Instructor Submit" button. See below.

### **Field Instructor Monthly Journal Submission**

Actioned by Rao, Kelly on 4/5/2020 1:47:46 PM

### Journal Grade (20 points possible)

This journal meets the rubric requirements and earned 20 points **Field Director Comments**