I. PURPOSE

The WellSpan Philhaven Hospital Psychology Internship Program is structured in a manner that ensures clear lines of leadership. The program operates within institutional structures at WellSpan Philhaven. The training staff is actively involved in program operations. Both training staff and psychology interns participate in program evaluation.

II. PROCEDURE

A. Director, Psychology Internship Program

1. The Psychology Internship Director is appointed by the Medical Director, Director of Human Resources, and WellSpan Philhaven President or designee in cooperation with the Psychology Discipline Chief and other Discipline leaders.

2. The Psychology Internship Director assumes ultimate responsibility for the quality of the Psychology Internship Program, but works closely with the Psychology Discipline Chief and the Internship Training Committee to provide leadership for the program.

B. Psychology Discipline Chief

1. The Psychology Discipline Chief partners with the Psychology Internship Director to provide leadership for the program. This includes providing leadership during leave of the Internship Director. If the Internship Director is also serving as Psychology Discipline Chief, when the Internship Director is on leave, leadership for the program will be delegated to one or more members of the Training Committee.

C. Training Committee

1. The Internship Training Committee is considered the primary governing body of the internship program, and consists of the Internship Director, the Psychology Discipline Chief, and the Supervisors for the internship program.

2. The Training Committee meets about 4-6 times annually. The Training Committee will meet more frequently if needed to determine policy, to address specific problems, to evaluate the internship program, etc. Additionally, there are subcommittees that focus on particular tasks of this committee, such as implementation of program evaluations.

3. Supervisors Meeting: The Training Committee meets approximately six times per year to more specifically focus on the progress of each intern in the program. These meetings are typically referred to as Supervisors Meetings. At times Supervisors Meetings include other Training Committee business.
D. Psychology Interns

1. Psychology interns are actively involved in program evaluation. Both formal and informal feedback from interns is reviewed by the Training Committee and considered when program revisions are made.

2. Interns are encouraged to be actively involved in various aspects of program development such as participation in the following: self-study, outcome measures, developing internship procedures, handbook revisions, etc.

Approved by

Theone Beck, PsyD
Program/Department Director

Date: 3/12/20

Approved by

Date: 2/13/20