



**DOCTORAL INTERNSHIP
IN CLINICAL PSYCHOLOGY
2026 -2027 TRAINING BROCHURE**

Updated August 2025

Greetings and welcome!

We are honored you are interested in the APA-accredited clinical psychology doctoral internship program offered at Momentous Institute. Momentous Institute is a dynamic, learning organization with values for **mental health, education, training, research and innovation**. We strive to embody these values through our vision of *A world of emotionally thriving people reaching their full potential*. The organization has a long-standing and committed belief that by providing enriched and professional training opportunities, we are able to expand the reach of our mission to provide *innovative mental health services, education, and professional training to strengthen children, families, and communities*.

The doctoral internship training program is guided by a **practitioner – scholar model** that is rooted in the belief that clinical practice through service delivery and scholarly knowledge of theory and research mutually inform one another. The program focuses on the acquisition of specific competencies of advanced clinical skills and professional identity, which are strongly guided by the ability to cultivate a posture of self-reflection and multiple ways of knowing in one's practice of psychology. Therefore, **individual, cultural, societal and contextual considerations are emphasized in all aspects of training activities**. To enhance interns' training, the program utilizes multiple modalities to foster learning including reading peer-reviewed journals, participation in didactic seminars, individual and group clinical supervision, ongoing feedback processes, self-reflective presentations, analyzing live and recorded sessions of work with clients, and engaging in professional dialogue with clinical staff. As such, we hope to attract students who are interested in growing both personally and professionally with regards to their ability to be self-reflective, explore their areas of strength and growth, and expand their competence and humility when working with clients from diverse backgrounds.

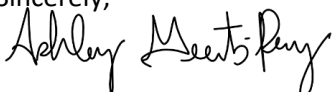
The training program is guided by four overarching aims: (1) To further develop interns' skills in **clinical practice**; (2) To enhance interns' knowledge and skills in psychological and developmental **assessment** (3) To facilitate the **professional identity** of interns in preparation for their role as psychologists, and (4) To enhance interns' recognition, understanding and integration of **diversity and contextual factors** that impact their clinical work with clients and overall role as a professional. **Interns have opportunities to provide clinical services to children, adolescents and adults across multiple modalities of treatment including individual, family, and group therapy.**

Our Psychology Training Committee is committed to providing students with the highest quality of internship training and views the training year as a significant part of one's professional development. As such, supervision is viewed as the cornerstone of our program. **Interns receive quality supervision from trained professionals from diverse personal and professional backgrounds. During the year, interns work with a primary and secondary supervisor to oversee their clinical therapy caseload, as well as an individual supervisor for their assessment cases.** Additionally, trainees are strongly encouraged and provided opportunities to collaborate with other members of our Mental Health Services team which in addition to licensed psychologists includes registered play therapists, licensed clinical social workers, licensed marriage and family therapists, and licensed professional counselors.

Our internship program has been fully accredited by the American Psychological Association (APA) since March of 2000. We received 10 years of reaccreditation in 2024 and our next site visit will occur in 2034. Additionally, the program is a member in good standing of the Association of Psychology Doctoral and Postdoctoral Internship Centers (APPIC).

We are truly excited that you are considering us for your internship training! We wish you the best in the application and interview process and hope that you will take time to learn more about what we have to offer.

Sincerely,



Ashley Geerts-Perry, Ph.D.
APA Internship Training Director
aperry@momentousinstitute.org
214-915-4766

DOCTORAL INTERNSHIP IN CLINICAL PSYCHOLOGY 2026 - 2027 TRAINING BROCHURE

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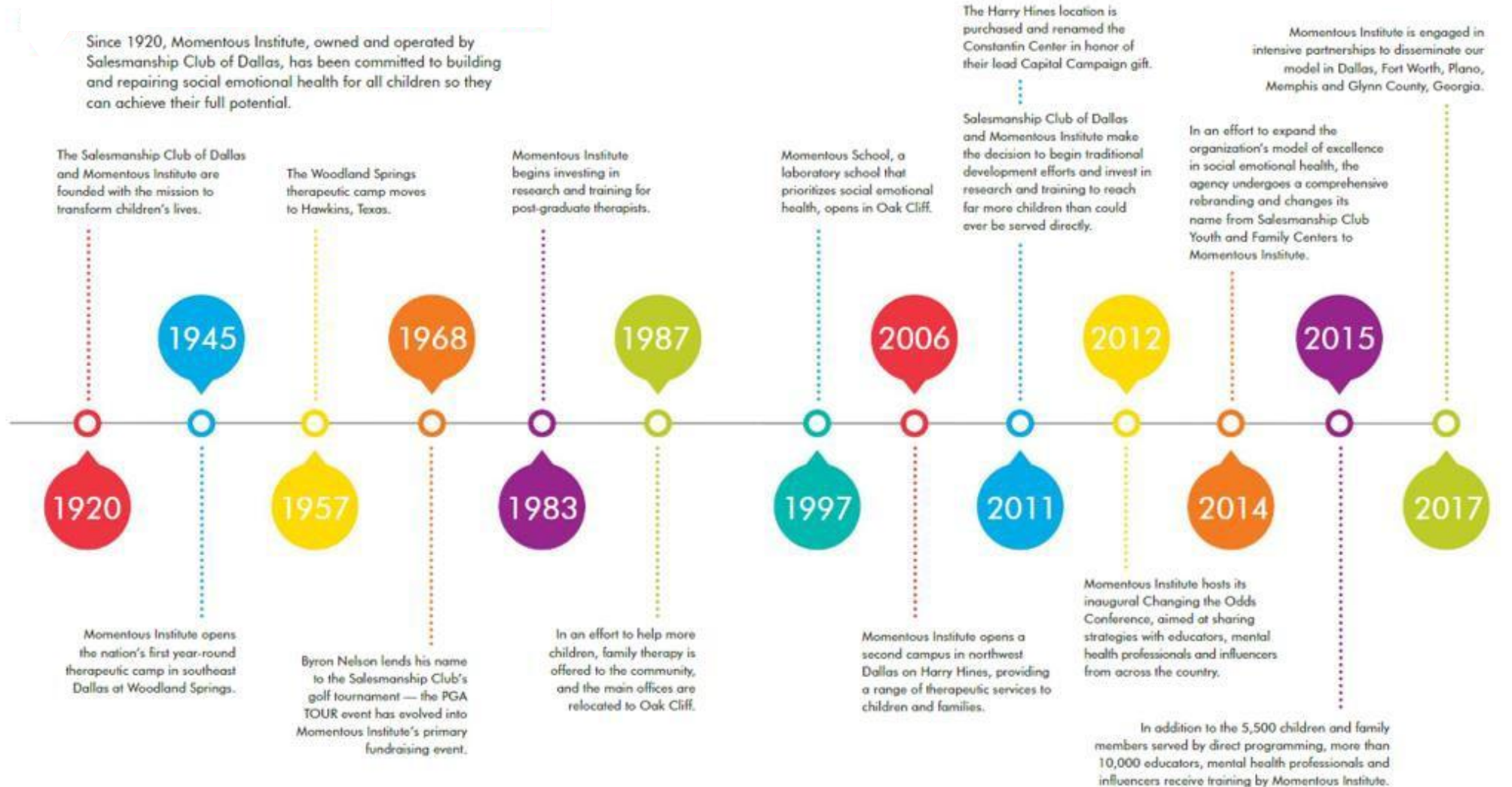
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I. Our Organization

A. Our History

104 YEARS TOGETHER

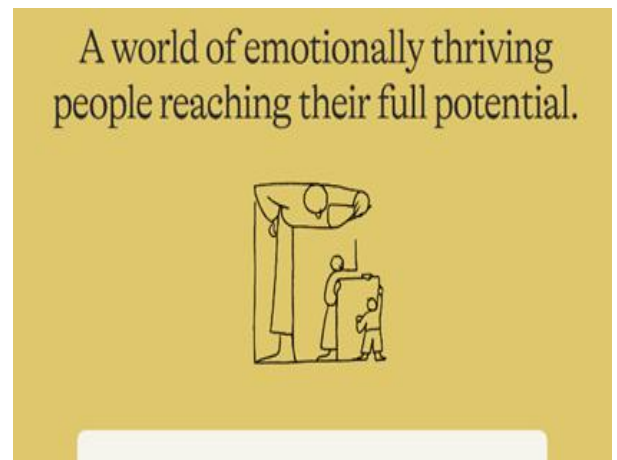


B. Our Mission:

We are dedicated to innovative mental health services, education, and professional training to strengthen children, families, and communities.

Momentous Institute, established by Salesmanship Club of Dallas, works side by side with children, families and communities to build and repair social emotional health through education, Mental Health Services, research and training so all children can achieve their full potential. At Momentous Institute, we believe mental health and education go hand in hand. Founded in 1920, we work at the heart of education and mental health to help children and families live healthier, more fulfilled lives. Every year, we work with thousands of young people to provide mental health and education services to build better futures for our communities and shape a world of emotionally thriving people who reach their full potential.

As the only Dallas nonprofit offering mental health services and operating an elementary school, Momentous Institute offers a unique synergy between education and mental health that no other school, curriculum, counseling, or professional training program offers. Each year, our research demonstrates that within safe relationships, strong social emotional health can develop through: A focus on building existing strengths of the child, family, and community; Meaningful parent engagement and education; and Brain-based and trauma-informed practices. We define **Social emotional health as the ability to understand and manage one's emotions, reactions and relationships**. Children with strong social emotional health demonstrate self-control, communicate well, problem solve, are empathetic, respectful, grateful, and optimistic — traits we admire in the people with whom we want to work and maintain friendships.



We believe all children deserve equitable opportunities to achieve their full potential and that with strong social emotional health, every child, no matter their circumstances, can change the trajectory of their lives. One of the main pathways to building and repairing a child's social emotional health — a key predictor for academic achievement and long-term success — starts with a safe, supportive relationship with a caring adult. By strengthening family bonds, caregivers gain confidence and become their child's strongest advocate. Problems and solutions are viewed as interactional and contextual, requiring shifts in the system so each person's view can be understood and acknowledged.

Momentous Institute seeks to accomplish our mission through Mental Health Services, Education, Training and Research. Our commitment to change the odds for children guides each interaction we have — we directly serve over 3000 children and family members through our nationally acclaimed **Momentous School** serving ages 3 years old through 5th grade, and strengths-based Mental Health Services, tailored to the specific needs of each child and family situation. We also prioritize research — following our students' long-term trajectory and tracking improvements in the mental health of our therapy clients and parent education participants. We also conduct evaluation studies of our intensive trainings and innovative approaches to learn, grow and share proven practices and strategies that best achieve strong social emotional health for children.

C. Our Sponsors:

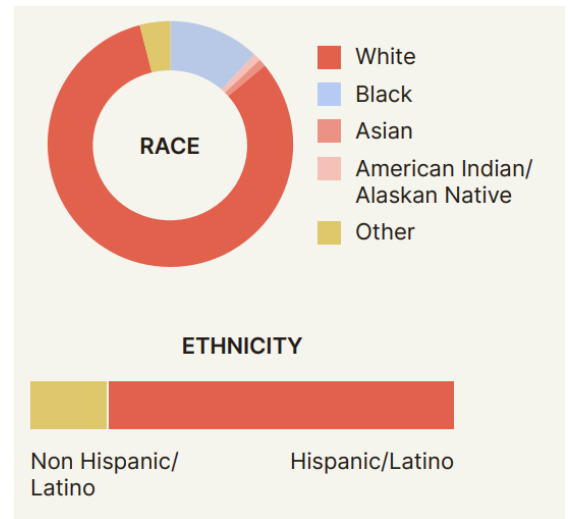
The Salesmanship Club of Dallas, Inc. (SCD) is a not-for-profit civic service organization of more than 600 business and community leaders committed to transforming kids' lives. SCD raises funds to support the charitable work of the Momentous Institute, an independent, not-for-profit human service Organization. Since 1968, Momentous Institute has been the beneficiary of the CJ Cup Byron Nelson Golf Tournament, an annual PGA Tour tournament in North Texas that has raised over \$180 million. The combined support of SCD, the CJ Cup Byron Nelson, corporations, individuals, and foundations power efforts that truly change the odds for children in the community and beyond.

D. The Families We Serve:

The Momentous Institute programs are available to children and families from the greater Dallas-Fort Worth Metroplex. While we do provide telehealth services, we also have families that travel from other counties. Each year our Mental Health Services team provides services to more than 2,000 people. The organization has established a trusting relationship with the Latinx community and the majority of clients with whom we partner are from diverse Latinx backgrounds. In 2024, approximately 80% of clients identify their ethnicity as Hispanic/Latino. Our median clients' income was \$35,000 per year.

For more information about the impact of our services,

please visit our website: <https://momentousinstitute.org/our-impact>



E. Our Values:

In our interactions with children, families, and each other we strive to embody our core values of: ***Respectfulness, Stewardship, Innovation, Commitment, and Humility.***

Respectfulness

- Always be curious
- Learn the value of each person
- Build on strengths

Respectfulness is the basis of all of our interactions with clients, other professionals, community partners, referral sources, Salesmanship Club members, donors and each other. Problems and solutions are viewed as interactional and contextual, requiring shifts in the system so that each person's view can be understood and acknowledged. Respecting each individual implies a concern for ensuring their protection. It is difficult for people to grow and change in an atmosphere of physical or psychological threat, so the creation of a climate that balances care and accountability is of utmost importance.

Stewardship

- Accountable for all resources
- Inspire trust and confidence
- Own your contribution

Stewardship is our accountability for the quality, outcomes and cost effectiveness of programs and services. We seek increasingly effective ways to reach children and families through continuing program evaluation and self-study. Stretching our resources to provide high quality services at a reasonable cost is a critical goal. Furthermore, we are committed to extending the impact of our available funds to other institutions, families and children by playing a leadership role in mental health, in education and in our community.

Innovation

- Challenge the status quo
- Reinforce “good risk”
- Connect and Collaborate

Innovation implies that we still have much to learn. New ideas and skills continue to emerge that can make a difference in our lives and the lives of our clients. When our efforts to help are not successful, we must challenge our own thinking and assumptions in an effort to find another approach. By working in teams, our efforts to be innovative must stand the scrutiny of colleagues and be informed by their wisdom and experience. We also hope that our efforts to be innovative may contribute to our field’s growing understanding and positively impact the lives of children and families who will be served by other professionals.

Commitment

- Tap into your Why
- Client and partner-focused
- Aligned with Mission/Vision

We strive to keep the mission and vision of Momentous Institute front of mind in all decisions, big and small. Working side-by-side with other professionals who are mission driven allow us to support one another as we work closely with clients pursuing important changes and goals.

Humility

- Listen to understand
- Examine blind spots and biases
- Prioritize self-reflection

Humility encourages us to be both self-aware and attuned to others’ lived experiences and perspectives. One’s own experiences impact how we see others. As we strive toward humility, we strive to make the implicit explicit. This requires self-reflection toward the purpose of self-awareness of our own identity, values, beliefs, etc. Through this exploration we strive to understand our own biases and “blind spots” and hopefully create a posture of ongoing curiosity and learning.

F. The Services We Provide: *Our Mission and Values in Action*

Momentous Institute offers children and their families services through two distinct departments: Mental Health Services and Education.

The internship is housed in the Mental Health Services department. Through this department, Momentous Institute provides therapy, psychological testing, parent education, and other mental health and social services to families with children 15 years and younger. We believe that by focusing on this age range, we can capitalize on the two critical times for brain development, early childhood and the middle school years. Given our systemic approach, we serve older siblings of clients. Therefore, interns have the opportunity to provide clinical services to adults, children and adolescents.

Mental Health Services are primarily offered through six areas of direct service: 1) Therapy, including play, individual, couple, family, and group modalities, 2) Huddle Up, a therapeutic afterschool and in-school program serving youth ages 11 to 15 and their families, 3) Forward Thinkers, an experiential and processed based therapeutic group for children ages 7 to 10 and their caregivers, 4) Launch, an early childhood therapeutic program that serves children, ages 3-5 years, with major emotional dysregulation., 6) Psychological assessment, and 7) Parent education classes.

Momentous Institute is one of the few organizations that works at the intersection of education and mental health. The Education department of the organization is primarily comprised of the Momentous School. Founded in 1997, Momentous School is a unique Dallas laboratory school, where students are engaged with a rigorous academic curriculum, woven with rich social emotional health experiences— a key predictor for a child’s academic achievement and lifelong success. Our program is underscored by deep parent engagement, as students thrive when they can be recognized and celebrated both at school and at home. Through our division of Education, we’re building momentum and hoping to create a shift in our community. Our focus on strong, healthy relationships extends into education.



Our programs are available to clients from the greater Dallas-Fort Worth metroplex. Momentous Institute provides services to thousands of people through Mental Health Services and Education. Given the large percentage of Latino families served by our organization, we are proud to provide most of our Mental Health Services in English and Spanish.

G. Organizational Structure:



H. Mental Health Services Organizational Structure:

The Mental Health Services (MHS) Leadership Team is led by the Director of MHS and also includes the Clinical Director (oversees delivery of individualized clinical services) and Director of Group Programming (oversees group programs and community partnerships). Overseeing our training programs at Momentous are two Associate Training Directors: one for our master's level trainees and one for our doctoral level trainees. Dr. Ashley Geerts-Perry is currently serving as the Associate Training Director for Doctoral Training, which includes acting as the Training Director for the APA Doctoral Internship.

I. Our Staff:

The Mental Health Services team is comprised of over 25 licensed clinicians. Interns have multiple opportunities to collaborate with clinical staff from differing backgrounds. A variety of licenses are held by Momentous Institute staff including Psychologists, Clinical Social Workers, Registered Play Therapists, Marriage and Family Therapists, and Licensed Professional Counselors. Over half of the therapists are bi-lingual in English and Spanish. Staff time is devoted to delivery of direct clinical services, training, supervision, consultation, outreach, staff development, administrative duties, and/or research/program evaluation. Our clinicians use a breadth of theoretical orientations when working with families. Each therapist uses his or her own integrative approach to treatment that may include systemic, multicultural, psychodynamic, cognitive-behavioral, and interpersonal theories – all within a strong postmodern framework. Additionally, many of the staff lead seminars and serve as clinical consultants to interns. Interns are strongly encouraged to collaborate with staff members to develop new program ideas (e.g., groups) or when providing direct services to clients.

Psychology Training Committee

The Psychology Training Committee's primary responsibilities include assisting the Internship Training Director with the recruitment and selection of psychology interns, the placement and rotation of interns, and the planning and provision of the internship training program. Members of the Psychology Training Committee meet weekly to review the interns' progress, evaluate the ongoing quality of the training program and to address any concerns about the internship training. The Training Director is responsible for the following: (1) ensuring that each intern receives an excellent and comprehensive internship training experience, (2) maintaining communication about students' progress with their graduate programs, (3) acting as the liaison between APPIC and the internship program, (4) educating organization staff regarding principles, regulations and/or recommendations regarding intern training set forth by the APA and APPIC, (4) maintaining the internship program's APA accreditation status and APPIC membership.

Ashley Geerts-Perry, Ph.D. – Licensed Psychologist/APA Internship Training Director



Doctoral Degree: Counseling Psychology with Child & Family Emphasis - University of North Texas

Doctoral Internship: University of Texas Health San Antonio Clinical Psychology – Child, Adolescent, & Family Track, San Antonio, TX

Dr. Geerts-Perry started at Momentous in 2019 as a doctoral practicum student. After internship, she returned to Momentous in 2022. In 2023, Dr. Geerts-Perry was named the Associate Training Director of the internship program. She also provides clinical and assessment supervision to trainees. Dr. Geerts-Perry utilizes a process-oriented and relational approach to psychotherapy, with core foundations in attachment, family systems, and psychodynamic theory and is passionate about conducting therapeutic, culturally informed assessments. She considers exploration of cultural factors as critical in understanding of the self and incorporates culturally responsive practices in both supervision and clinical work. Dr. Geerts-Perry is also an advocate of nature-based treatments and actively participates in our camp programming for therapy clients.

My “Why” for being a supervisor and involved in training: As an early career psychologist, I am acutely aware of how power dynamics and role conflicts in academic doctoral programs can impact the supervisory relationship. My hope as a supervisor is to provide a reparative experience wherein trainees feel safe exploring countertransference and how their history shows up in the room. I believe that a positive supervisory relationship has the power to motivate and inspire trainees to go forth and become healing supervisors themselves. In this role, I also get the opportunity to learn and grow from my trainees, and it is this mutuality that fosters growth in training and in our field as a whole.

Matthew M. Leahy, Ph.D. – Licensed Psychologist / Director of Group Programing



Doctoral Degree: Clinical Psychology - Southern Methodist University

Doctoral Internship: Yale University School of Medicine- Clinical and Forensic Psychology.

Dr. Leahy started at Momentous in 2013 and is the Director of Group Programming and Community Outreach. He is also currently Adjunct Clinical Faculty at Yale University. At Momentous, Dr. Leahy started and leads our Camp Momentous nature-based program. He works closely with our school and is a member of the Momentous Institute Internal Review Board (IRB). His areas of interest include: ACT/Contextual science based intervention, nature-based therapy, child behavior, anxiety, health psychology, and managing major medical illnesses.

My “Why” for being a supervisor and involved in training: One of the best parts of my job is sitting down with a trainee for one hour a week and getting to talk, share, consult, teach, and learn together. Sharing our knowledge, experience, and skills are essential parts of being a Psychologist! I enjoy digging into cases and issues with students, being present in that moment, and synergistically mapping a path forward! This is a helping profession. We help the families we work with, we help our trainees and we help each other. That premise is the basis for our amazing training program, and why I love being a part of it.

Laura Vogel, Ph.D., Licensed Psychologist / Director of Mental Health Services



Doctoral Degree: Counseling Psychology - University of North Texas

Doctoral Internship: Central Texas Veterans Administration, Temple, TX
Credentialed by National Register of Health Service Psychologists

Dr. Vogel has over 25 years of experience working with children and their families. Prior to arriving at Momentous Institute in 2007, she worked in medical settings including Texas Scottish Rite Hospital for Children and Our Children’s House at Baylor. Her areas of interest include working with children who have endured trauma, children who present as neuroatypical, attachment disruptions, interpersonal neurobiology, neuroatypical and assessment. Much of her direct service work at Momentous Institute has been with young children and their caregivers. Recently, her focus has been on working with mothers managing anxiety and depression.

My “Why” for being a supervisor and involved in training: I feel fortunate to have benefitted from **really great** mentors and supervisors who impacted me not only as a psychologist but as a person. To this day, I hear the words of these professionals as I sit with clients, interns and colleagues. Knowing what these experiences meant for me motivates me to offer the same to interns/trainees who are establishing what kind of psychologist they will be. At the heart of what I believe allows for a meaningful learning experience is *safety*. As both a trainee and a fully licensed psychologist, I have learned from my successes but typically I learn more from my “failures.” But without safety, this rich learning cannot happen. My hope is that those with whom I work feel safe enough to try new things, reflect on their experiences and grow as a result. I also truly value what I learn from students each year. As a life-long learner, it is especially exciting to learn from the field’s newest members.

O. Uwuma Felix, M.S.Ed., Psy.D. – Licensed Psychologist



Doctoral Degree: Clinical Psychology - Regent University

Doctoral Internship: Momentous Institute, Dallas, TX

Dr. Felix is excited to continue her journey with Momentous as an early career psychologist. She will complete licensure requirements in the summer of 2023. As a member of the Psychology Training Committee, she will provide therapy and assessment supervision to trainees in addition to her clinical caseload of children and adults. Additionally, Dr. Felix utilizes her former experience as a special educator in her role as one of the school liaisons for the Mental Health Services Team. Prior to joining Momentous Institute, she worked in a variety of settings including the public school system, prison system, child advocacy centers and community mental health agencies. Dr. Felix is motivated by her passion to empower communities and equip clients and their families with tools to thrive in a world that was not designed for them. Her clinical interests include racial equity and decreasing mental health stigma

in underserved populations, navigating various systems (family, education, judicial etc.), complex trauma, navigating differences (physical, learning, emotional, autism, etc.), and immigrant families. In her free time, Dr. Felix considers herself a creative and lover of the arts. She also enjoys plants, traveling, reading, spending time with friends and family, and being outdoors.

My “Why” for being a supervisor and involved in training: As someone who has recently left the process, I understand the impact that supervision and training can have on one’s professional and personal identity. I have had negative and positive experiences, and though I will never forget the negative, the positive experiences have been so restorative for me. As such, I consider it an honor and a privilege to have the opportunity to pour into, empower, and learn from those that come after me. It is a task that I do not take lightly. I hope to emulate curiosity, compassion and understanding in a way that promotes professional and personal growth and healing for interns, because that is what my positive experiences have afforded me.

Michael Ovalle, Ph.D. – Licensed Psychologist



Doctoral Degree: Clinical Psychology - Southern Methodist University

Doctoral Internship: Children’s Hospital Los Angeles, Los Angeles, CA

Dr. Ovalle started at Momentous in 2017 as a doctoral practicum student. He returned to Momentous in Summer 2024 after completing his postdoctoral fellowship at Seattle Children’s Hospital. Dr. Ovalle enjoys working with children and families from underserved communities, including Latinx and gender-diverse populations. His clinical interests include depression, anxiety, and suicidality. Dr. Ovalle incorporates trauma-informed and systems-based frameworks with cognitive- and dialectical-behavioral theoretical approaches. In his free time, he enjoys live music and discussing all things pop culture.

My “Why” for being a supervisor and involved in training:

I have been fortunate to have clinical supervisors who were supportive and interested in my development as a psychologist. Because of these experiences, I learned that growth happens in environments that feel safe and secure, and when a trainee feels like his or her true self is being honored. My approach to supervision is to empower a trainee’s therapeutic skills and to offer guidance in a space where we can share, consult, and learn from each other, all in the best interest of the families we serve.

Mental Health Services Leadership Team

Drs. Vogel and Leahy also serve as part of the Mental Health Services Leadership Team, and they are also part of the Momentous Institute Leadership Council.

Alina Ramirez, Ph.D., LCSW-S - Clinical Director



PhD & MSSW, University of Texas at Arlington; B.A., University of California, Los Angeles.

Dr. Ramirez is one of the MHS Directors at Momentous Institute and oversees clinical services for the Mental Health Services Team. She has been with the Organization since 2006. In the past she served as a Visiting Assistant Professor on the social work faculty at Texas Woman's University and also as an adjunct faculty member at the University of Texas at Arlington. Her areas of professional expertise include work with Latinos, families in poverty, trauma recovery, domestic violence, and anxiety. Dr. Ramirez commonly provides bilingual secondary clinical supervision with Momentous interns and leads several didactics.

Momentous Institute Leadership

Jessica Gomez, PsyD – Licensed Psychologist & Executive Director of Momentous Institute



Dr. Gomez received her Psy.D. in Clinical Psychology from Adler School of Professional Psychology in Chicago, Illinois. Dr. Gomez completed her doctoral internship at Momentous Institute and served as a bilingual supervisor on the Psychology Training Committee for several years before being hired as the ED of Momentous Institute. Her clinical experience includes working in community, private, and medical settings integrating a psychosocial perspective in addressing health disparities. She has experience working with a full spectrum of psychiatric disorders and a range of behavioral concerns. Her clinical interests include psychotherapy across the lifespan, psychodynamic theory, systemic therapies, women's health, personality disorders, trauma, and psychological assessment. Dr. Gomez is an active thought leader in mental health through publications, presentations, and collaboration with community leaders. She has presented at TPA (Texas Psychological Association), NLP (National Latino Psychological Association), Texas

Pediatric Association, Aspen Challenge, Telemundo, NBC, KERA and Univision. Dr. Gomez has been published in APA's The Family Psychologist Journal: "The Accidental Family Therapist", Parent Magazine: "5 ways to help children be more inclusive of other kids."

J. Our Facilities

We have two locations that house our therapy services. The **Meadows Family Center is located in North Oak Cliff at 106 E. 10th Street; Dallas, TX 75203** (often referred to by staff as Oak Cliff or OC). The Oak Cliff location also houses the Momentous School, which is open during the school year from August thru June. **The Constantin Center is located in North Dallas at 9705 Harry Hines Blvd; Dallas, TX 75220** (often referred to by staff as Harry Hines or HH)

OC & HH Locations	Front Desk Coverage	Open Hours
Monday - Thursday	7:30 am – 7:30 pm	8:00 am – 8:00 pm
Friday	7:30 am – 4:00 pm	8:00 am – 4:00 pm

Interns provide services at both locations. However, interns' offices are located at the Constantin Center which serves as the primary setting for interns' clinical training. Interns provide services at our Meadows Family Center on Mondays and conduct assessments at the Momentous School on Fridays. Interns spend Tuesday through Thursday providing clinical services and participating in didactics at the Constantin Center, where interns have their own offices. In addition to these two locations, Momentous Institute also has a wilderness property in East Texas, the Piney Woods Campus, which is used by our education and therapy programs. Further, the organization occasionally utilizes the property for staff retreats.

II. DOCTORAL INTERNSHIP IN CLINICAL PSYCHOLOGY

A. OVERVIEW

The Momentous Institute Doctoral Internship in Clinical Psychology is accredited as an internship in Health Service Psychology by the American Psychological Association (APA). The internship occurs at or near the end of formal training for students pursuing a doctorate in psychology. The Doctoral Internship in Clinical Psychology is considered the culminating experience in students' graduate preparation for the professional and independent practice of psychology. Through a combination of clinical experience (therapy, assessment, consultation), supervision, and didactic training, the internship program is structured to develop trainees' clinical competence and delivery of quality, culturally respectful, and ethical services. The program offers a number of unique training opportunities aimed at developing essential clinical skills. Some of the program strengths and emphasis areas include the following:

- Clinical training and supervision utilizing a systemic framework whereas individual, cultural, societal and contextual considerations are emphasized in all aspects of training, and interns have the opportunity to provide individual, family, and group services
- Composition of a diverse clinical caseload (SES, ethnicity, race, religious beliefs, sexual orientation, gender identity), and intentional training to provide culturally relevant and ethical services
- Ability to provide quality Mental Health Services in Spanish and further enhance competence doing so through receipt of quality supervision by Spanish-speaking psychologists and didactic trainings about Latinx culture. Additionally, monthly clinical consultations are held in Spanish with other bi-lingual staff to enhance clinical language and conceptualization skills
- Intentional focus on the acquisition of specific competencies of advanced clinical skills and professional identity, which is strongly guided by the ability to cultivate a posture of self-reflection, self-awareness and multiple ways of knowing in one's practice of psychology
- Utilization of multiple modalities to foster learning including reading peer-reviewed journals, participation in didactic seminars, individual and group clinical supervision, ongoing feedback processes, self-reflective activities and presentations, analyzing live and videotaped sessions of work with clients, and engaging in professional dialogue with clinical staff
- Supervision and training in various theoretical orientations (cognitive, behavioral, family systems, psychodynamic, play and sand modalities, experiential, nature-based) with a strong consideration of complex trauma
- Emphasis on utilizing a therapeutic approach to psychological assessment via opportunities to evaluate pre-school-and school-age children and adolescents. Emphasis is placed on understanding the impact of trauma, culture and language on results
- Honor and respect of clients' individual and community strengths and resilience by emphasizing collaboration, curiosity and mutual respect
- A democratic organization structure that emphasizes a desire for and respect of staff feedback and encourages trainee involvement in decision-making dialogues and program planning
- Value for the parallel process of learning whereas supervisors welcome and expect to learn and grow from trainees as we strive to provide a learning environment that is safe, open and collaborative between students and supervisors

B. TRAINING MODEL & PHILOSOPHY

The internship program is guided by a **practitioner – scholar model** to prepare interns for independent practice as licensed psychologists. The training program is rooted in the belief that clinical practice through service delivery and scholarly knowledge of theory and research mutually inform one another. The program focuses on the acquisition of specific competencies of advanced clinical skills and professional identity, which is strongly guided in the ability to cultivate a posture of self-reflection and multiple ways of knowing in one's practice of psychology. Therefore, individual, cultural, societal and contextual considerations are emphasized in all aspects of training activities. To enhance interns' training, the program utilizes multiple modalities to foster learning including reading peer-reviewed journals, participation in didactic seminars, individual and group clinical supervision, self-reflective activities and presentations, analyzing live and videotaped sessions of work with clients, and engaging in professional dialogue with clinical staff.

Given the unique needs and concerns of the organization's targeted population and surrounding community, interns are trained to become clinical practitioners who think critically about the practical application of scholarly knowledge connected to the theory and treatment of clients with consideration for context. Interns (and their supervisors) are encouraged to view themselves as life-long learners who understand and draw upon the social construction of language, systemic theories and thinking, cultural humility, ethical and legal standards, as well as interpersonal neurobiology, trauma-informed care, and human attachment and development. Therefore, interns are provided intentional training opportunities to develop multicultural clinical skills, integration of various theoretical orientations, therapeutic assessment, and consultative services for clients who encompass a range of demographics, mental health diagnoses, and cultural backgrounds. Furthermore, as interns transition from student clinician to professional practitioner, the program aims to strengthen trainees' clinical judgement and feelings of competence in accordance with the professional and ethical standards set forth by the American Psychological Association.

C. ACCREDITATION AND MEMBERSHIP STATUS

The Doctoral internship in Clinical Psychology at Momentous Institute has been fully accredited by the American Psychological Association (APA) since March of 2000. Our program recently underwent a reaccreditation site visit in June 2024. The APA Commission on Accreditation can be reached at:

Office of Program Consultation and Accreditation Psychological Association
750 1st Street, NE, Washington, DC 20002
Phone: (202) 336-5979 / E-mail: apaaccred@apa.org
Web: www.apa.org/ed/accreditation

The internship is a member in good standing of the Association of Psychology Doctoral and Postdoctoral Internship Centers (APPIC). As such, we follow all the rules and regulations of national intern selection procedures. This internship site agrees to abide by the APPIC policy that no person at this training facility will solicit, accept, or use any ranking-related information from any intern applicant. For more information, please go to www.appic.org.

D. INTERNSHIP TRAINING AIMS, OBJECTIVES & COMPETENCIES

AIM 1. To Further Develop Interns' Skills in Clinical Practice

Objectives

1. To demonstrate knowledge and integration of multiple theoretical perspectives (e.g., postmodern theories including narrative and solution focused therapies; developmental perspectives; multiculturalism; family systems; interpersonal neurobiology, trauma-focused cognitive behavior therapy)
2. To demonstrate competence in individual, family, and group therapy

Competencies

Interns will develop the following competencies to at least the minimum expectation, whereas they are able to perform each at a level demonstrating readiness for entry level practice at the conclusion of the training year.

Interns will develop the following competencies under Aim 1, Objective 1

- Able to conceptualize and discuss cases from various theoretical perspectives
 - *Demonstrate an understanding of the constructive nature of language in therapy*
 - *Demonstrate a knowledge of competency-based theories and practices*
- Demonstrate the ability to utilize theory to generate hypotheses, develop accurate conceptualizations, and guide treatment
 - *Awareness of and ability to implement interventions informed by current scientific literature, assessment findings, relevant research, diversity and contextual factors, theories applicable to clinical practice and intervention into his/her work with clients, research, and theories applicable to clinical practice and intervention*
- Able to conceptualize and discuss cases from empirically based / supported perspectives
 - *Able to compare and contrast evidence-based practice approaches with other theoretical perspectives and interventions*
 - *Exhibits knowledge of evidence supporting competency-based therapies*
- Demonstrates the ability to utilize empirically based / supported treatments
 - *Creates treatment plans that reflect successful integration of evidence, clinical judgment, and client preferences in consultation with supervisor*
 - *Able to select and apply appropriate empirically based / supported treatments in client context*

Interns will develop the following competencies under Aim 1, Objective 2

- Establish and maintain facilitative therapeutic relationships
 - *Communicate empathy and nonjudgmental acceptance of clients*
 - *Maintain emotional presence with clients*
 - *Demonstrate awareness of client-therapist dynamics*
 - *Demonstrate awareness of, and an ability to utilize, own emotional responses to clients*
 - *Understand and use therapeutic power constructively*
- Effectively manage the therapy process
 - *Demonstrate an awareness of the overall process of therapy*
 - *Able to manage and respond to intense client affect*
 - *Demonstrate an awareness of the realistic limits and possibilities of psychological interventions*
 - *Able to manage and respond to crises that arise with clients*
- Use effective intervention methods
 - *Demonstrate ability to work with both content and feelings from clients*
 - *Match intervention methods to client concerns and dynamics*
 - *Demonstrate ability to time interventions effectively*
 - *Effectively use client-therapist relationship in change process*
- Able to conceptualize and recognize clients' readiness to change

- Demonstrate ability to manage treatment plans
 - *Demonstrates the ability to create treatment plans that include relevant diagnostic impressions, treatment goals and monitoring progress and outcomes*
 - *Demonstrates effective case management skills*
- Demonstrate the ability to navigate group processes effectively in a manner that leads to effective implementation of group interventions
 - *Collaborates well with other group leaders (if applicable)*
 - *Demonstrates the ability to establish positive therapeutic relationship with group members, and engage participants in activities and discussions*
 - *Able to effectively manage needs and concerns that arise (e.g., management of behavior, disruptions, etc.)*
 - *Seeks support from other group leaders and/or supervisors as needed, then applies new knowledge and skills*
 - *Able to identify and facilitate appropriate group interventions*
 - *Makes informed decisions about readiness of group members*
- Effectively manages administrative responsibilities of group services
 - *Able to manage paperwork for group participants (e.g., supplemental consent, Organization application, etc.)*
 - *Completes appropriate treatment plans and/or clinical notes for group members that clearly identifies goals and progress*
 - *Communicates effectively with relevant staff to coordinate group planning (e.g., location, time, et*
- Demonstrates competence in the provision of clinical telehealth interventions
 - *Demonstrates knowledge of the technology utilized including issues related to confidentiality*
 - *Able to appropriately assess clients' ability to engage in and fully understand the risks and benefits of telehealth services, taking into consideration cultural, linguistic, socioeconomic, and other individual characteristics that may impact effective use of telecommunication services*
 - *Able to make informed decisions about the initial and ongoing clinical appropriateness for delivery of telehealth services with each client.*
 - *Engages in appropriate emergency/crisis planning at the outset of services to assess access to relevant and appropriate emergency resources or contacts*
 - *Able to identify and facilitate appropriate clinical interventions through telehealth*
- Able to apply knowledge of theories and methods of evaluation at the individual and/or group level, including efficacy of clinical interventions with clients
 - *Utilizes various methods to review clinical outcomes including tracking progress of treatment goals; reviewing OQ data with supervisors and/or clients; and use of other objective and/or subjective measures*
- Demonstrates the ability to evaluate the effectiveness of, and when deemed necessary modify and adapt goals, interventions and treatment

How Aim 1 Outcomes are Measured

Supervisor ratings on *Doctoral Intern Evaluation Form* are completed twice during your training year (midyear & final) by the individual supervisors, with consideration of feedback from the Psychology Training Committee as well as other clinical staff involved with interns (e.g., collaborating in connection with a clinical case, consultation and group work). Ratings based on information gathered from weekly individual and group supervision; review of clinical progress notes/treatment plans; review of video recorded therapy sessions; live observation, including participation on Clinical Reflecting Team; participation in didactic seminars; performance on Self-Reflective Activities including Clinical Self-Reflective Activities and Formal Case Presentations.

AIM 2. To Enhance Interns' Knowledge and Skills in Psychological and Developmental Assessment

Objectives

1. To demonstrate competence in administration and understanding of assessment instruments
2. To demonstrate competence in the ability to interpret and integrate testing results
3. To demonstrate competence in delivering results of psychological evaluations in written and verbal feedback

Competencies

Interns will develop the following competencies to at least the minimum expectation, whereas they are able to perform each at a level demonstrating readiness for entry level practice at the conclusion of the training year.

Interns will develop the following competencies under Aim 2, Objective 1

- Select assessment instruments based on client characteristics and referral questions
 - *Effectively collaborates with supervisor(s) to identify appropriate assessment batteries*
 - *Able to communicate intentional decision making about selection of instruments based on presenting concerns, referral questions, diversity and contextual factors, empirical literature, and initial clinical impressions*
- Able to effectively manage the assessment process
 - *Explains and obtains informed consent (explaining purpose of assessment, identification of collaborative goals, etc.)*
 - *Establishes effective working relationship with assessment clients*
 - *Gathers pertinent background information and demonstrates the ability to complete thorough clinical interviews and Mental Status Exams*
 - *Effectively manages program's assessment process including communicating with supervisors, referral sources and other pertinent individuals involved in the assessment and completing testing cases within expected timeframes, etc.*
- Demonstrate the ability to correctly administer and score assessment instruments

Interns will develop the following competencies under Aim 2, Objective 2

- Able to determine the validity of assessment results including consideration for potential decision-making biases
- Able to synthesize assessment results and relate them to referral questions
 - *Identify strengths in addition to challenges and concerns*
 - *Able to formulate accurate diagnostic impressions when applicable*
 - *Awareness and use of current literature, research, and theory in assessment*
- Make appropriate recommendations that are consistent with case conceptualization and the referral question

Interns will develop the following competencies under Aim 2, Objective 3

- Demonstrate the ability to produce clearly written reports
 - *Effectively summarize testing data including ability to distinguish aspects of the data that are subjective versus objective*
 - *Demonstrate use of grammatically correct language*
 - *Use language appropriate to audience*
 - *Present information in a sensitive manner*
- Deliver reports and revisions in a timely manner
- Able to effectively communicate results through verbal feedback with team, referral source, client, family and/or other involved individuals
 - *Clearly and succinctly explain results and recommendations*
 - *Use language appropriate to audience*
 - *Present information in a sensitive manner*

How Aim 2 Outcomes are Measured

Supervisor ratings on *Doctoral Intern Evaluation Form* are completed twice during your training year (midyear & final) by the assigned assessment supervisors, with consideration of feedback from the Psychology Training Committee as well as other staff involved with interns regarding management of the assessment process, as well as verbal and written feedback with clients, guardians, and relevant collaterals. Ratings based on information gathered from mock assessment; weekly individual and group supervision; review of testing protocols; review of one or more required recorded assessment cases; live observation (when possible); participation in didactic seminars; performance on Self-Reflective Activities and Formal Case Presentations.

AIM 3. To Facilitate the Professional Identity of Interns in Preparation for their Role as Psychologists

Objectives

1. To demonstrate competence in being self-reflective
2. To demonstrate competence in the ability to utilize supervision
3. To develop the ability to effectively engage in consultation with other professionals
4. To demonstrate professionalism
5. To demonstrate the ability to operate in an ethical and legal manner
6. To demonstrate knowledge of theories and models of supervision and how clinicians develop to become skilled clinical supervisors through the opportunity to directly supervise and/or simulated practice

Competencies

Interns will develop the following competencies to at least the minimum expectation, whereas they are able to perform each at a level demonstrating readiness for entry level practice at the conclusion of the training year.

Interns will develop the following competencies under Aim 3, Objective 1

- Demonstrate self-awareness
 - *Able to identify and continually evaluate their clinical strengths and limitations*
 - *Demonstrate ability to question their assumptions and beliefs*
 - *Respectfully articulates attitudes, values, and beliefs toward diverse others*
 - *Self-assessment is congruent with perceptions of peers and supervisors*
- Recognize impact of self on others
 - *Acknowledge own role in interactions and initiate discussion with supervisor as necessary*
 - *Generate hypotheses regarding own contribution to therapeutic process and outcome*

Interns will develop the following competencies under Aim 3, Objective 2

- Come to supervision prepared
 - *Arrives on time for scheduled appointments and communicates when changes are needed*
 - *Responds promptly to emails, voicemails from supervisors*
 - *Keeps case notes current*
 - *Ready and able to discuss progress of clinical and assessment cases*
- Actively participate in supervision
 - *Actively seeks and demonstrates openness and responsiveness to feedback from others*
 - *Able to integrate supervisory feedback and discuss alternative ideas/reasoning appropriately*
 - *Provides feedback to supervisors regarding supervisory process*
 - *Regularly has recorded sessions available for review*
 - *Able to identify areas of strengths and growth*
- Able to identify when additional supervision is needed
 - *Recognize exceptional circumstances within clinical work*

Interns will develop the following competencies under Aim 3, Objective 3

- Demonstrate the ability to apply knowledge of theories and methods of consultation as evidenced by understanding of, and effective management of consultative roles related to the practice of psychology through direct and/or simulated opportunities

- Identify when consultation with others is needed
- Understand how participation in interdisciplinary collaboration/consultation enhances outcomes
- Establish and maintain effective collaborative relationships with others (e.g., teachers, school counselors, psychiatrists, other healthcare providers)
 - *Support and integrate the perspectives of others*
 - *Maintain and articulate own position when appropriate*
 - *Able to provide colleagues and other trainees with feedback and guidance (e.g. group supervision, didactic seminars, clinical consultation groups)*

Interns will develop the following competencies under Aim 3, Objective 4

- Demonstrate administrative professionalism
 - *Complete Organization and case documentation promptly and accurately (e.g., treatment plans, clinical notes, closing summaries, etc.)*
 - *Effectively manages program expectations, and meets deadlines in a timely manner*
 - *Attends mandatory meetings and activities*
 - *Promptly communicates with supervisors and other relevant staff with regards to absences, changes in schedule, etc.*
- Display respect and ability to develop and maintain effective relationships with a wide range of individuals, including colleagues, community partners, other organizations, supervisors, supervisees, and clients
 - *Able to appropriately manage interpersonal interactions with those from divergent perspectives and backgrounds*
 - *Make appropriate disclosures regarding problematic interpersonal situations*
 - *Demonstrate the ability to use appropriate language and demeanor in all professional communications (e.g., written, oral, nonverbal)*
- Exhibits actions that reflect the values and attitudes of psychology, including integrity, accountability, lifelong learning, and consideration for the welfare and well-being of others

Interns will develop the following competencies under Aim 3, Objective 5

- Demonstrate knowledge and awareness of relevant laws, professional standards and guidelines governing the professional practice of psychology at the organization, local, state, regional and federal levels
- Demonstrates knowledge and awareness of relevant laws, professional standards and guidelines related to telepsychology and the delivery of virtual clinical services (e.g., technology, informed consent, confidentiality, privacy, verifying location, etc.)
- Understand and demonstrate ethical decision-making
 - *Seek supervision/consultation as needed on ethical and legal issues*
 - *Demonstrate ability to share, discuss and address failures and lapses in adherence to professional values with supervisors/staff as appropriate*
 - *Exhibit self-reflective practices in terms of ethical and legal issues*
 - *Demonstrate understanding of, and adherence to the current version of the APA Ethical Principles of Psychologists Code of Conduct, as well as laws, regulations and policies related to health service psychology*

Interns will develop the following competencies under Aim 3, Objective 6

- Demonstrate the ability to apply knowledge about supervision theories and practices
 - *Able to collaborate effectively with supervisee to identify appropriate training goals*
 - *Engages in ongoing assessment and evaluation of supervisee's progress in a manner that identifies both areas of strength and growth*
 - *Provides and receives feedback in a manner that is respectful*
- Able to articulate theories or approaches to supervision that they may practice from in the future, including strengths and limits of individual supervisory skills
 - *Demonstrate awareness of APA ethical guidelines and ethics, as well as sensitivity to issues of diversity relevant to the provision of supervision and/or consultation*

Interns will develop the following additional competencies under Aim 3

- Investigate existing literature related to therapeutic work and client issues/problems
 - *Generate independent scholarly questions and hypotheses*
- Demonstrates they are a critical consumer of research by seeking out professional writings regarding assessment and/or treatment cases as needed to enhance knowledge and understanding
 - *Able to integrate science and scholarship into clinical practice*

How Aim 3 Outcomes are Measured

Supervisor ratings on *Doctoral Intern Evaluation Form* are completed twice during your training year (midyear & final), with consideration of feedback from the Psychology Training Committee as well as other staff that has the opportunity to professionally engage with interns related to their direct service and training activities. Ratings based on information from weekly individual and group supervision; performance on Self-Reflective Activities and Formal Case Presentations; participation in didactic seminars, clinical consultation groups, and Organization team meetings; integration of evaluation measures into conceptualization, treatment planning, intervention, and treatment monitoring) and management of internship responsibilities including timely completion of required administrative tasks.

AIM 4. To Enhance Interns' Recognition, Understanding and Integration of Diversity and Contextual Factors that Impact their Clinical Work with Clients and their Role as a Professional

Objectives

1. To develop sensitivity to, and awareness of, cultural diversity
2. To develop an understanding of contextual issues

Competencies

Interns will develop the following competencies to at least the minimum expectation, whereas they are able to perform each at a level demonstrating readiness for entry level practice at the conclusion of the training year.

Interns will develop the following competencies under Aim 4, Objective 1

- Demonstrate awareness of differences in culture, values, lifestyle, and beliefs
 - *Demonstrate knowledge of diversity literature and guidelines for practice with diverse individuals, groups and communities*
- Demonstrate sensitivity to issues of diversity in therapy, assessment, supervision and consultation
 - *Initiate supervision about elements of diversity when appropriate*
 - *Recognize and explore issues of acculturation, oppression, privilege and power when appropriate*
 - *Understand the role that diversity may play in interactions with others*
 - *Able to work effectively with others in professional activities*
 - *Able to integrate awareness and knowledge of cultural and individual differences across all professional roles (e.g., therapy, professional presentations, consultation, etc.)*
- Able to communicate understanding of how their own personal and cultural background, experiences, attitudes and biases may impact how they understands and interact with people who identify differently than themselves

Interns will develop the following competencies under Aim 4, Objective 2

- Demonstrate the ability to identify contextual factors and systems that contribute to functioning and behavior
- Able to formulate systemic interventions in response to contextual factors, and effectively work within systems to effect change

How Aim 4 Outcomes are Measured

Supervisor ratings on *Doctoral Intern Evaluation Form* are completed twice during your training year (midyear & final), with consideration of feedback from the Psychology Training Committee as well as other staff that has the opportunity to professionally engage with interns related to their direct service and training activities. Ratings based on information from weekly individual and group supervision; performance on Self-Reflective Activities, Formal Case Presentations, and participation in didactic seminars and clinical consultation groups related to diverse populations.

E. INTERNSHIP EXPECTATIONS

Duration of Internship

The Momentous Institute's Doctoral Internship is a year-long, full-time (40 hours/week) commitment. **The upcoming training year begins on Monday July 13, 2026 and ends on Thursday, July 15, 2027.** Each graduating class of interns will have a short overlap with the incoming class to help facilitate the transition between cohorts.

Terms of Employment

All employees including Doctoral psychology interns must complete organization hiring requirements including submitting a completed Momentous Institute employment application, background screening and reference check prior to the start of internship.

F. COMPENSATION

All interns are hired as **salaried, exempt** full-time employees of Momentous Institute. **The internship salary for the 2026-2027 training year is \$40,300**, which equates to \$1679.16 per pay period (every two weeks). Specific information about payroll periods is provided in the Momentous Institute Employee Manual which is given to interns during their first week of internship. Additionally, interns meet with the Human Resources Department on their first day of employment.

Along with this stipend, interns receive a comprehensive employee benefits package. The benefits package is the same for all full-time staff and includes options for health and dental insurance. Interns may elect medical coverage under Momentous Institute's group healthcare and dental plan for themselves, as well as for their spouse and/or dependents. Interns will also receive information about coverage for short and long-term disability and life insurance. If elected, coverage under the organization's medical insurance plan will begin on the first day of employment (and end on July 31, 2027) with the company paying part of the cost for medical insurance. Additionally, the organization pays all of dental, basic life insurance, and Short Term and Long-Term premiums. These benefits also start on the first day of employment (and end on the last day of the internship – July 15, 2027). More specific information about benefits is provided in the Momentous Institute Employee Manual and will be discussed on the first day of employment.

Interns are eligible for the following paid time off:

- **Vacation Time-** 5 days
- **Sick Leave-** 0.5 sick day each month for a total of 6 sick days for the year
- **Paid Holidays** – *the organization is closed for approximately 10-12 days each year* – New Year's Day; MLK Jr. Day; Memorial Day; U.S. Independence Day; Labor Day; Thanksgiving Holidays (2 working days); Winter Holiday (average 5 working days)
- **Conference/Professional Days-** Interns receive up to 5 professional days that can be utilized to attend external conferences, complete dissertation/research project responsibilities, attend postdoctoral fellowship interviews, and engage in other educational/professional related activities that promote professional development.

A final list of the holidays set by the organization will be provided to interns along with payroll and benefit information during interns' first week at Momentous Institute.

All requests for time off must be approved beforehand by the APA Training Director. Responses to paid leave requests take into consideration an intern's clinical responsibilities, organization needs and internship requirements to ensure all interns are able to successfully complete the internship year. Additionally, interns are generally not permitted to take paid time off during their first and last two weeks of the internship year unless there are special circumstances such as graduation, dissertation defense or other professional development activities. This policy allows interns to become fully oriented to the organization and to also ensure all exit procedures are completed before interns complete their training at Momentous Institute. More information about benefits including FMLA, Bereavement, etc., is outlined in the Momentous Institute Employee Manual. Interns will be paid for unused vacation days on their last check.

Additional Resources

Interns are provided a variety of resources to ensure they are able to effectively complete their job responsibilities. Some of these resources include:

- **Professional Liability Insurance:** provided to all employees for all Momentous Institute related clinical activities.
- **Office Space:** Each intern is assigned to their own personal office space that is furnished with a desk, chairs, bookshelf, and office supplies.
- **Laptop Computer:** Interns are also assigned to an Organization laptop to use during their internship year. The laptop can be used independently and also connected to a docking station in the intern's office to allow connection to the network drives. Each laptop is installed with Microsoft Windows and Office applications to manage schedules and access client information. Interns also have the capability to access network drives off campus through a secure external network. Interns meet with a member of the IT department during their first week at Momentous Institute. As stated in the acknowledgement form, interns are expected to review and adhere to the electronic communications and HIPAA policies described in the Momentous Institute Employee Handbook.
- **Individual Email and Voicemail:** Individual phone extensions with voicemail and Organization-based email accounts are established for each intern.
- **Printer:** Each intern has access to all network printers at both locations.
- **Office Supplies:** A full array of office supplies and equipment (typical office supplies, individual business cards, day planner, copiers, fax machine, etc.). Additionally, the administrative support staff are available to assist interns in the same manner that is provided to full-time therapeutic staff.
- **Assessment Measures:** Momentous Institute has a wide array of psychological/ educational/development assessment measures (see appendix) as well as computer scoring software for most assessment measures.
- **Training Resources:** A library of training resources (printed material and electronic) including books, DVDs, journal articles, and therapeutic games and workbooks. Additionally, both campuses have multiple training rooms with two-way mirrors. Additionally, interns can record in-person and virtual sessions from their laptop computers.
- **Licensure Materials:** Interns have access to up-to-date study materials for the Examination for Professional Practice in Psychology (EPPP). Additionally, the Training Committee is available to consult with interns who are ready to sit for this exam. A portion of group supervision will be dedicated to helping interns prepare for the licensure process.
- **Additional Space for Services:** Each location is equipped with rooms set up for group and play therapy services. Additionally, the campus in Oak Cliff has a gym that can be used for individual or group services when school is not in session. The Constantin Center has an Early Childhood playground and outside play area that includes a basketball court.
- **Mileage Reimbursement:** Personal transportation is essential as interns may need to travel between locations. Interns are eligible for on-the-job mileage. To be eligible for reimbursement, each intern must provide a copy of their driver's license and proof of auto insurance to the human resources department.
- **Kitchen/Break Room:** Each location has a break room designated primarily for staff that includes a refrigerator for staff to store items including their lunch. Additionally, there is coffee, an ice maker, microwave, utensils and filtered water available.
- **Security:** Each location requires a key or access card to enter most areas of the facility. Additionally, security is provided by both a private security firm and off-duty Dallas Police Officers during all operating hours at both campuses.

G. INTERNSHIP STRUCTURE AND ACTIVITIES

1. Orientation

Upon arrival, interns begin the training program by participating in a month-long orientation designed to allow students to gradually acclimate to internship roles and responsibilities. The orientation month is designed to provide an overview of the organization's mission and values; training model and Aims of the internship program; trainee responsibilities; review of Organization and program handbooks and manuals; and administrative policies such as the due process and grievance policies for trainees.

Additionally, interns are provided an opportunity to meet and receive guidance from the graduating interns, and to become acquainted with their direct supervisors and other members of the Psychology Training Committee. Interns also complete orientation meetings; to better understand programs and departments, such as with the Mental Health Services Leadership Team, Parent Education, Huddle Up, Forward Thinkers, and Launch. Social Services, and Momentous School. The structure of interns' first month also allows ample time for the cohort to establish cohesion with one another, as well as the opportunity to develop relationships with Organization staff.

Orientation month is also focused on orienting students to the program's value for self-reflection. Over the course of the first few weeks, interns complete a number of self-reflective activities on their own and with supervisors to build rapport, identify training goals, explore strengths and areas of growth, and become more aware of how personal values and beliefs impact the clinical work with families.

2. Schedules

All full-time employees, including interns, are expected to work a minimum of 40 hours each week.

Although the internship year is structured to fit within a 40-hour work week, given the individual goals and needs of each intern, in addition to the varying nature of tasks such as psychological assessments, interns may need to occasionally work more than the minimum hours requirement (e.g., 45 hours) to ensure their tasks and responsibilities are completed within a timely manner.

For the most part, interns manage their own schedules apart from scheduled trainings, team meetings and supervision, and hold the primary responsibility for ensuring they meet all program expectations including requirements for direct service hours according to guidelines set forth by APA, APPIC and students' graduate institutions. Interns can choose to manage their schedules electronically through Outlook and/or with a day planner. In addition to receiving an orientation schedule, interns also receive a schedule template which outlines when preset activities such as trainings, supervision, and staff meetings are held.

Given Momentous Institute works with families, all staff including interns are expected to offer evening appointments (5pm or later). To meet the 500-hour direct service requirement set forth by the APA, Interns typically work 2-3 evenings each week. This is offset by starting their workday later in the morning or leaving early on another day of the week.

Interns meet with the Training Director and others on the committee throughout their first month and over the course of the training year to receive guidance about how to coordinate and manage their daily schedule and requirements for the year. Interns are encouraged to seek support from direct supervisors and/or the Training Director if additional assistance is needed to successfully manage program expectations. The Psychology Training Committee is committed to interns' self-care and make efforts to balance intern needs with organizational/client needs.

3. Direct Service Activities

Clinical service delivery comprises 35 – 50% (15 – 20 hours) of the interns' weekly schedule. The following are considered direct clinical service activities:

- **THERAPY** (*average 10 - 12 completed sessions/hours each week*)

Interns are expected to carry a clinical therapy caseload of 12 - 15 families over the course of the training year.

Given the nature of community mental health services which requires consideration for cancellations and no-shows by clients, this guideline helps ensure interns can meet their weekly and yearly direct service requirements.

Therapy services at Momentous Institute may be provided in individual or family (multi-person) modalities. Typical client concerns can be broadly categorized as: 1) child and adolescent behavioral or emotional difficulties; 2) school related issues; 3) historical family violence and abuse (verbal, physical and sexual); 4) relationship counseling; 5) individual/family of origin issues; and 6) parent education. Length of treatment is not predetermined and is identified through conversations with the client and interns' clinical supervisors. To help broaden the training experience, interns are encouraged to diversify their caseload with consideration for diagnoses and cultural factors including ethnicity, age and gender. Interns typically work autonomously with an independent caseload. Trainees are also encouraged and provided with opportunities to collaborate with staff and supervisors as needed or based on clinical interests.

- **Assignment of Clinical Cases**

All families interested in services at Momentous Institute complete an initial intake to determine which services are most appropriate, and whether Momentous Institute is an appropriate clinical fit based on the presenting concerns/needs. Upon completion of an intake, clients are either immediately assigned to an available clinician or placed on the waitlist if a clinician is not immediately available at the family's desired timeframe.

Interns will begin internship with approximately 3-5 cases already assigned. These cases will be selected based on information found in the intern's APPI and during their interviews and/or to ensure supervisor continuity if being transferred from a prior trainee. During orientation month, new interns meet with graduating trainees to discuss any transferred clinical cases. Cases are gradually added to the interns' caseload throughout August. Many of these cases are selected collaboratively by the intern/supervisor based on intern's experience and clinical interests. However, some of these cases are added based on scheduling availability and waitlist needs. As the year progresses, interns can continue to review the waitlist when they have availability for new clients. Interns and all Momentous Institute employees are asked to regularly place available openings in the scheduling system (Clinic Tracker). Once openings are entered, the Intake Team can assign interns new cases. Staff can place notes within this system to identify the type of cases they hope to receive. Although preferences are always taken into consideration, based on Organization need and make-up of the waitlist, these preferences may not always be able to be accommodated. Additionally, as interns establish collegial relationships with clinical staff, they will likely have the opportunity to receive direct referrals for new cases.

During the beginning of the training year, interns are generally not assigned cases that have current or foreseeable potential for court or Child Protective Services involvement. Additionally, cases with multiple high-risk factors such as self-harm may not be assigned to interns until later in the training year once they are acclimated to the Organization and related procedures to manage these cases. As interns begin to take on their cases, they are expected to communicate with their supervisors to receive additional guidance about selecting appropriate cases.

- **ASSESSMENT** (*average 4-5 hours each week*)

Assessment is a major part of the internship training program. Approximately four hours each week will be dedicated to providing testing services. ***Interns are expected to complete 4 to 6 comprehensive evaluations during their training year.*** In addition to completing the administration of testing instruments, interns are expected to share assessment results through both written professional reports and also verbal feedback sessions with each family. Feedback sessions may also include additional people deemed important by the family or clinician such as teachers, extended family and referring clinician. Over the course of the year, interns will have the opportunity to complete individual assessments for children who are either students at the Momentous School or involved in our therapeutic programs. Given the importance of assessment to the training program, interns receive dedicated supervision for this part of their training on a weekly basis.

- ***Integrated Health Grand Rounds Assessment Rotation (3-month rotation)***

In addition to their individual, comprehensive assessment cases, interns will dedicate a portion of the training year to conducting brief, focused assessments with the purpose of providing diagnostic clarification to therapists and/or the psychiatric nurse practitioner. Interns are not expected to conduct comprehensive evaluations while assigned to the IHGR rotation. ***The number of IHGR assessments completed will vary with a maximum of 6 brief assessments per rotation.*** Interns are expected to dedicate 4-6 hours to each IHGR assessment case. Their assigned assessment supervisor will maintain supervision of this rotation.

- **GROUP THERAPY**

Interns are expected to participate in one group therapy rotation during the training year. During orientation month, interns will rotate through the Momentous Groups and receive support from the APA Training Director and supervisors to identify specific goals for the group experience. In the past, interns have (a) joined an existing group as a co-facilitator; (b) provided parent education groups to parents; or (c) created new groups at the Momentous School or for community clients. While most interns complete their group experience on-site at Momentous Institute, interns may also choose to provide group services within the community via partnerships with schools and other organizations.

For interns choosing to participate in an existing Momentous group (Huddle Up, Forward Thinkers, Launch), they will be required to dedicate 1 full semester to the group. Interns are also expected to attend virtually/in-person the designated debrief/planning times as well as a monthly individual check-in with the group leaders for supervision and feedback regarding the interns' role and contribution to group. Further, interns choosing an existing group option are expected to have a scaffolded learning experience, wherein they may start with more observation or support roles and gradually build to acting as a group leader and co-facilitator (e.g., planning/leading group activities more independently). When possible, interns should also be involved in administrative aspects of the group, which may include completing notes, screenings, treatment plans, and closing summaries.

For interns choosing to develop their own group, they will work closely with the training director and their secondary supervisor to determine length/content necessary to meet the group therapy requirement. For example, brief psychoeducation groups would not count towards this requirement. Interns may choose to facilitate groups independently or alongside another staff or trainee. Should interns choose to develop their own group, they will be responsible for all administrative aspects of said group. The interns' assigned secondary supervisor will provide supervision of these group experiences.

- **REFLECTING TEAM** (*average 2 hours each week – 1 direct service hour, 1 supervision hour*)

The Reflecting Team at Momentous Institute is led by one or two members of the Psychology Training Committee and includes the three doctoral interns. Additional staff and trainees may also join the team such as practicum students and fellows. This opportunity allows interns to receive enhanced training in family therapy, process-oriented clinical interventions and providing co-therapy.

The Reflecting Team meets on Wednesday evenings for 2 hours. When a client (typically a family system with multiple members) is scheduled with the team, two clinicians (i.e., two supervisors, an intern and supervisor, two

interns) are assigned to the case as co-therapists. During the first 30 minutes of the evening, the team meets to discuss and plan for the clinical cases. Following this consultative discussion, the clinicians assigned to the case facilitate the therapy session with the family for one hour. During this time, the other members of the team observe the session behind a two-way mirror. After approximately 30 minutes, the family and clinician(s) will then watch and listen to the team share feedback and observations (reflections) about the session. This feedback is delivered from a strengths-based perspective to share impressions as well as questions about what occurred in the session. After the reflection is shared, the family is given an opportunity to respond to the team's comments and share their own thoughts and perspectives about what they heard. After the clinical session is completed and the family has left, the team reconvenes to share additional ideas about what unfolded in the session and next steps for treatment.

- **SUPERVISION OF PRACTICUM STUDENTS** (*when possible pending #/schedule of prac students*)

In addition to the psychology doctoral internship program, Momentous Institute provides intensive training opportunities to graduate students completing their practicum requirements as well postgraduate professionals seeking to acquire hours as part of the licensure requirement. While these trainees receive the majority of their supervision from licensed MI clinicians, psychology interns often provide secondary supervision for these students. While we make efforts to provide all interns with an opportunity to supervise a trainee, this is contingent on the number of practicum and/or postgraduate students recruited each year, the availability/schedule of the practicum students and interns, as well as interns' individual goals in this area. For the past five cohort years, all interns who have expressed interest in gaining supervision experience have been able to do so.

For interns who are supervising practicum students, they will receive weekly supervision of supervision from their Primary Supervisors. Interns engaged in supervision activities are expected to designate 1 hour/week to individual supervision with the practicum student (generally one case) and 1 hour/week to live supervision of the practicum student (if possible) or watching the practicum student's recorded session. With permission of the practicum student, interns will also record their supervision to aid in sup of sup with their primary supervisors. The provision of supervision competence is also facilitated through didactic training seminars that provide interns with knowledge of supervision theories and the ability to apply learned skills.

- **CONSULTATION** (1x/month)

To develop competencies related to consultation in psychological practice, interns will attend a monthly consultation meetings, called SIM, with stakeholders at the Momentous School. Each intern will hold two grade-levels throughout the year and provide support, resources, and recommendations to teachers regarding individual student and classroom behaviors and challenges. The interns may be asked to conduct observations of the student/classroom to provide more focused aid. SIM is also attended by the School Mental Health Professional and a Licensed Psychologist on the Training Committee.

Participating in the Integrated Health Grand Rounds rotation is another way our program builds consultation skills. When assigned to this rotation, the intern is expected to provide consultation and support related to potential diagnostic considerations and assessment referrals.

- **INTAKES** (*average 1 - 2 hours per month*)

Momentous Institute has a well-established intake process for new clients to ensure they are connected to appropriate internal and external resources based on their presenting concerns/ symptoms. The program recognizes the importance of strengthening trainees' clinical assessment skills. In addition to specific trainings to discuss diagnosis and treatment planning and crisis assessment and intervention, interns will dedicate a portion of their weekly schedule during the first quarter of internship to complete clinical intakes for new Momentous Institute clients. Intake appointments allow interns to strengthen skills in clinical assessment, making referrals for psychiatric evaluations and other appropriate services, and also strengthen crisis intervention skills.

During the fall semester, interns will meet with the Intake Manager and Intake Clinicians to learn about the screening process utilized at Momentous Institute. **Typically interns conduct intake appointments for family**

members of their assigned clients or when needed as part of a group screening. However, depending on organizational needs and/or intern availability/hours, additional intake appointments may be required throughout the year. Towards the end of internship, Interns may be asked to resume intake appointments as their clinical caseload and other direct service activities begin to decrease. Additional intakes may be added to interns' schedules if desired given personal training goals.

4. Supervision

Supervision is one of the cornerstones of the internship program at Momentous Institute. The Psychology Training Committee values and views the supervision relationship as an integral part of interns' training experience. Supervision provides interns with direct, intensive and personalized guidance and support of their clinical work while also allow supervisors to serve as a professional role model through a supportive mentoring relationship. During the internship year, supervision will involve a variety of modalities including dyadic conversations, review and discussion of clinical documentation, live supervision and review of recordings. ***Interns are required to receive a minimum of 4 hours each week of supervision.*** At Momentous, at least 2.5 of these hours will consist of individual, face-to-face supervision with a licensed psychologist. Given the structure of the training program, interns will typically receive more than the minimum supervision requirements set forth by APA and APPIC.

Supervisors are assigned prior to interns' arrival based on their clinical interest and experiences identified in their AAPI and during interviews. Interns will also have opportunities and are strongly encouraged to work with other members of the Training Committee over the course of the year. During orientation month, interns are given an opportunity to meet will members of the Training Committee who provide clinical and/or assessment supervision to learn about their styles, models and approaches to supervision. A major strength of our training staff is the variety of theoretical orientations utilized by our licensed psychologists including psychodynamic, cognitive-behavioral, interpersonal, solution-focused, attachment, and family systems. Many of our psychology staff members describe their theoretical orientation as integrative and combine a variety of the above-mentioned orientations when conceptualizing clinical cases and developing effective interventions.

- **CLINICAL SUPERVISION** (*minimum of 2.5 hours each week*)

Interns are provided at least two and a half hours of individual clinical supervision each week by Texas licensed psychologists, in addition to ongoing daily support and frequent availability. Interns are typically assigned a primary supervisor for the entire year, and a secondary supervisor who changes halfway through the year. This structure allows trainees to have exposure to a variety of supervisory styles to help interns strengthen their professional identity and prepare them to serve as clinical supervisors after they are licensed.

Clinical supervisors have varied schedules but are typically onsite during the organization's operating hours. As part of their orientation materials, interns are provided contact information including cell phone numbers for their direct supervisors and all members of the Training Committee. On occasions when an intern's direct supervisor is not available, the intern is able to communicate and reach out to any licensed clinician who is available. Additionally, a member of the MHS Leadership Team provides evening coverage each day and is available for support should a need arise. Additional information for managing clinical emergencies is provided to trainees during their orientation.

- **Video Recording**

To enhance interns' training and supervision, interns are required to record the majority of their sessions each week. Recording is discussed with all clients during their intake and during their initial session with interns (supplemental informed consent for recording). Interns should be prepared to view and discuss their recordings during supervision with their clinical supervisors. During the third and fourth quarters, it is expected that interns will discuss/view video recordings less frequently during supervision. Clinical supervisors may require more video recordings to further support interns' progress with clients. These recordings should be stored in a shared folder with the supervisor that is housed on our secure network. It is the intern's responsibility to maintain and delete video recordings.

- **ASSESSMENT SUPERVISION** (*minimum of 1 hour each week*)

In addition to clinical supervision, a licensed psychologist is assigned to provide assessment supervision for each intern's individual assessment cases. Interns meet with their assessment supervisors for 1 hour a week.

- **Video Recording**

Interns are required to record their first full individual assessment from the beginning to the end of the process including the initial interview and family feedback sessions. This recording will be utilized in supervision to allow interns to receive specific feedback about their assessment skills. Like the process for clinical recordings, interns will need to properly store and delete all recordings and obtain signed consent from clients prior to recording sessions. Assessment supervisors may ask interns to record additional sessions to further enhance the supervision process.

- **GROUP SUPERVISION/MENTORSHIP** (*1 hour per week*)

Psychology interns will participate in weekly group supervision, typically facilitated by the APA Training Director, with the intention of strengthening professional development, discussing programmatic updates, supporting interns' training needs, or troubleshooting challenges that arise during the year. Interns can utilize group supervision to discuss clinical/assessment cases, the quality/quantity of supervision, applying for postdoctoral fellowships, cohort dynamics, usefulness of training seminars, the evaluation process, staff interactions, professional issues, the licensure process, and other relevant topics. Additionally, once a month interns engage in a mentorship meeting with a licensed psychologist in a non-supervisory role at Momentous. The purpose of this meeting is to support interns in navigating internship challenges and provide additional professional development opportunities.

5. Training/Learning Activities (*minimum of 3 hours each week*)

During the internship year, interns will have a multitude of opportunities to receive internal trainings through the organization, as we place an emphasis on developing skills for all staff.

- **CLINICAL SEMINARS** (*4 hours each week*)

Over the course of the year, interns participate in 4 hours of weekly seminars facilitated by various Momentous Institute staff and community partners. These seminars take place on Tuesday mornings from 11:00-1:00 and Wednesday afternoons from 1:00-3:00. These training seminars are intended to provide interns with an advanced level of training and exposure to a variety of theoretical orientations, therapeutic interventions, and relevant psychotherapy and assessment topics including ethics, crisis assessment, culture and diversity, psychopharmacology, evidenced-based practices, diagnosis and treatment planning, assessment measures, dual-language assessment, etc. The format of the weekly training seminars is designed to invite an active dialogue and application of presented content. The application portion of the training may include video recording or live observation of work with a client, clinical case vignettes and/or interactive activities. Additionally, a compilation of relevant readings is also used to connect research evidence/support to clinical practice. Many of these readings cover literature that addresses theoretical considerations, application of theory, cultural factors that impact treatment, research on therapy outcomes and ethical considerations.

- **CONSULTATION GROUPS AND CLINICAL CONVERSATIONS** (*2-5 hours each month*)

Each month interns attend several clinical group conversations and consultation meetings to further support their overall clinical competency. Monthly, all clinical staff attend a group discussion to think aloud about a specific topic relevant to the clinical work with clients and/or to staff a specific case. Additionally, interns interested in learning about play therapy are invited to attend a monthly consultation group with one of the Organization's registered play therapists. Interns will also be required to attend one school-based consultation meeting to support consultation skills with individuals from other professions (e.g., teachers, school administrators).

6. Self-Reflective and Professional Development Activities

A key focus of the internship year is to further develop key clinical competencies including case conceptualization, treatment planning and use of various clinical interventions and approaches to therapy. Additionally, our training program intentionally focuses on helping interns to integrate what we refer to as “the person of the therapist” as they strive to grow their skills as a practicing psychologist. In the book *“The Person of the Therapist Training Model: Mastering the Use of Self,”* authors discuss the benefit for clinicians to understand how to be intentional and purposeful in the use of themselves in their therapeutic work with clients. This can include exploration of cultural factors such as ethnicity, gender and sexual orientation, as well as personal and professional life experiences, and therapists’ vulnerabilities and fears as they approach work with clients. To this end, we invite and create opportunities for interns to engage in self-reflection throughout the course of the year. Self-reflection is defined as *“the capacity for an individual to exercise introspection and a willingness to learn more about his or her fundamental nature, purpose and essence”*. This definition places an emphasis on the ability to monitor our inner world, our thoughts and emotions, as they arise. At Momentous Institute, we strongly believe self-reflection enhances our ability to collaborate with clients.

During the training year, interns will complete a number of activities to help guide and enhance their self-reflection as they focus on understanding who it is they bring into the therapy room. Our hope is that these activities, as well as ongoing conversations throughout the training year with colleagues and supervisors, assist interns with thinking deeply about their approach to therapy, beliefs and interactions with clients, and most importantly who they are as a clinician.

Many of our trainees come to Momentous Institute with a great deal of pressure to give the “right” answer. We believe that this mindset challenges the ability to be introspective and engage in vulnerable and courageous conversations about the complexity of our roles as therapists. During your time with our agency, we would like for you to begin to inhabit a new mind-space that encourages you to be courageously self-reflective, consider multiple truths and embrace not knowing. We believe that by doing this work ourselves we become infinitely more equipped to accompany clients as they journey through their therapeutic journey and self-reflective process. Each activity is designed to build upon the previous and should continuously be integrated and considered when completing subsequent phases.

7. Formal Case Conceptualizations

Over the course of the training year, interns will engage in two formal case conceptualizations with the purpose of aiding in evaluation of progress towards internship aims and profession-wide competencies, including effective assessment, diagnosis, and intervention skills. Further, this activity is designed to further support interns’ ability to orally discuss clinical cases as may be required in many postdoctoral and employment settings. Case presentations are also useful for individuals seeking board certification, which requires an oral case conceptualization. For each presentation, interns will choose one of their cases (therapy or assessment) to present to the Psychology Training Committee.

The **first case presentation** will be scheduled during the Fall and will involve a 40-minute presentation followed by questions from the committee. Within the presentation, Interns are asked to share their conceptualization of the case including differential diagnoses, assessment processes, identified treatment goals, theoretical orientation, clinical interventions, and how any ethical, legal, cultural, and/or contextual factors were considered. Interns should be prepared to respond to questions related to ethical, legal, and professional standards of practice.

The **second case presentation**, scheduled in the Spring, will involve a 10-15 minute case presentation. The purpose of this brief presentation is to prepare interns for work in settings where they may be required to provide concise conceptualizations, such as hospitals or other integrated healthcare systems. While this presentation is much shorter, interns are still expected to communicate all relevant information regarding their case and be prepared to answer questions.

8. Indirect Activities

- **MENTAL HEALTH SERVICES/MOMENTOUS INSTITUTE MEETINGS** (2 hours/month)

Interns are encouraged and expected to participate actively and fully in organizational planning, decision making and in fulfilling service needs. The collaborative leadership style of the organization provides for firsthand experience in Organization functioning, an opportunity which is not typically available in larger or more hierarchical training sites.

- **DISSERTATION TIME** (max 8 hours/month)

Interns who are working to complete their dissertation during the internship year are provided with support to successfully complete their research. Interns are provided up to 5 professional development days, which can be used to complete dissertation related activities. Given the significant demands inherent to internship, it is strongly recommended that students make efforts to defend their dissertations prior to starting internship or during the fall semester.

9. Weekly Hour Distribution

Given the Momentous Institute Doctoral Psychology Internship program is a full-time training position, all interns are expected to work a minimum of 40 hours per week. The information below illustrates a framework for how interns' time is typically distributed among the various internship training activities. Given interns' specific training goals as well as changes with programming, the allocations may vary slightly between interns and during different times of the year.

Direct Service		Indirect Activities	
Therapy (Ind/Family)	9-12 hours	Clinical Seminars/Didactics	3 hours
Group Therapy	1-2 hours	Supervision/Mentorship	4-5 hours
Reflecting Team	1 hour	Reflecting Team Supervision	1 hour
Assessment	3-4 hours	Meetings & Consultation	2 hours
Supervision of Students	1 hour	Assessment & Clinical	7-9 hours
Consultation	0.5-1 hour	Documentation/Admin	
Weekly Total	15.5-21 hours	Weekly Total	17-20 hours

10. Internship Requirements

Interns are also expected to achieve the aims and objectives of the internship program, and abide by the APA Code of Ethics, the requirements of the training program as listed in the Handbook, and the policies and procedures of Momentous Institute.

This internship experience is based on 2000 hours of practice with an expectation of a minimum of 500 hours of direct clinical service to complete the program. However, given the structure of the training programs, interns generally obtain more than 600 direct clinical hours by the end of their training year. To help ensure interns can meet this requirement, trainees arrange their schedules to complete at least 3.5 hours of direct service each day **for weekly minimum of 15 completed hours**. Interns will likely need to schedule between 4 to 5 hours of clinical service each day to account for cancellations and no-shows. This requirement is designated to ensure interns will be able to complete the licensure requirements across the United States. Additionally, interns are required to receive at least 212 hours of supervision over the course of the year (including clinical, assessment and group supervision), with at least 106 of these hours provided by a licensed psychologist. Interns will receive a minimum of 100 hours of didactic training.

Interns track the majority of their direct and indirect services in the organization's electronic medical records and scheduling system, *Clinic Tracker*. Staff and interns receive a report each month to help track their cumulative hours. Additionally, a cumulative report is reviewed during each formal evaluation. Students are required to track hours using *Time2Track*.

III. INTERNSHIP EVALUATION PROCESS

A. EVALUATION OF PROFESSION-WIDE COMPETENCIES (PWCs)

Throughout the year, interns receive ongoing and specific feedback about their progress. Formal and informal evaluations of interns are intended to facilitate professional growth. Supervisors are intentional to acknowledge individual strengths as well as performance/conduct areas that need improvement. It is expected that the majority of discussions about a trainee's areas of strength and growth as it relates to overall competency development will be monitored and addressed during ongoing supervision.

To ensure interns and supervisors are discussing progress towards APA's 9 PWCs, a mid-semester PWC progress report will be collaboratively completed in the middle of the Fall (in October) and Spring (in April) semester. Together, interns and their direct supervisors will identify strengths, growth edges, and goals across the PWCs. Should any informal action plans be required to support intern's growth in a specific area, these will be identified with the intern and the Training Committee to support progress prior to the formal evaluations.

Interns receive a formal, written evaluation twice during the course of their training year. Given that interns work with multiple supervisors and other clinical staff throughout the training year, the internship program utilizes a 360-degree feedback process wherein information for evaluations is gathered from all staff who work and interact with interns in meaningful ways as it relates to the program's training competencies. This includes, but is not limited to, direct individual psychology supervisors, clinical therapists, parent educators, group leaders, support staff, educational staff, and agency directors. Evaluations are based on direct supervision, interns' participation in trainings, self-reflective and professional development activities, daily interactions with staff, review of video recordings, and live supervision/consultation. In addition to program competencies, interns have the opportunity to collaborate with supervisors to identify additional individual goals (e.g., strengthen proficiency of clinical work in Spanish). If warranted, supervisors may also identify additional goals to be assessed over the course of the year. Given the role that multiple members of the Psychology Training Committee have with interns, evaluations are conducted in a round-table format with the intern and members of the committee who are currently or will be working with an intern. The trainee's primary supervisor guides the discussion of the trainee's strengths and areas for growth in a manner that invites dialogue and conversation between supervisors and the trainee. The goal of the formal evaluations is to foster an intern's growth and development towards the program's aims and profession-wide competencies to increase their preparation and success as licensed psychologists. Once the written feedback has been shared orally, the intern, direct supervisors and Training Director sign all written evaluations indicating it has been reviewed and agreed upon. Evaluations are then saved in the intern's file and sent to their academic DCTs. Based on the evaluations, psychology supervisors and the Training Director will collaborate with the intern to better support their training needs and progress with program requirements.

Requirements for completion of internship include participation in all weekly training activities, including provision of clinical services and successfully meeting expected outcomes for each training objective. Interns receive a blank copy of the formal intern evaluation form as a part of this handbook to become more familiar with the training aims and competency expectations for the year.

B. COMMUNICATION WITH INTERNS' GRADUATE PROGRAM

Momentous Institute cooperates and coordinates with each intern's academic program regarding training needs and progress. The Training Director is responsible for communicating with each intern's graduate program about the trainee's progress. In accordance with APPIC policies, the Director of Clinical Training (DCT) of each intern's graduate program is emailed a copy of their internship appointment letter once interns are matched to this program. At the start of the internship training year, the Training Director will email your DCT to confirm you have started your internship and foster collaboration with your program. Your graduate DCTs will also be forwarded a copy of your midyear and final evaluations to share progress about skill development, professional functioning and progress with training competencies. If an intern's program requires additional forms or information to be submitted, it is the interns' responsibility to inform the Momentous Training Director of such requirements.

At any time, if a problem arises that requires remediation and brings into question the intern's ability to successfully complete the internship program, the Training Director will inform said intern's DCT to not only inform them of the concerns, but to also collaborate to identify possible solutions to support the intern toward successful completion of the internship year.

C. INTERN FEEDBACK TO SUPERVISORS

Momentous Institute strongly believes the supervision process is an important component of the training year. The training committee is dedicated to providing interns with exemplary supervision experiences that foster growth and learning. Additionally, supervision is designed to cultivate an environment that helps interns grow into their identity as psychologists. In the belief that supervision is a collaborative relationship, interns will be encouraged to provide feedback about their supervision experiences throughout the year directly to their supervisors.

In addition to informal feedback, interns will also have the opportunity to share formal feedback with each of their supervisors twice during supervisory relationship. The supervision feedback form is designed as a guide to facilitate conversations between interns and supervisors as supervision is progressing. After the form has been shared and discussed with supervisors, interns will provide a copy of the form to the Training Director.

Similar to the process used to evaluate interns, the hope is that if an intern experiences challenges with any of their supervisors, the intern will make attempts to discuss such challenges directly with the supervisor(s) prior to completing the form. Group supervision with the Training Director is also designed to assist interns with identifying ways to communicate feedback to their supervisors.

D. INTERN FEEDBACK ABOUT INTERNSHIP PROGRAM

The Training Committee is committed to ongoing review and improvement of the internship program. Interns' feedback about the internship program is one of the most important tools that helps the committee determine the strengths and areas for improvement from year to year. Interns are invited to give informal feedback about their experiences throughout the internship year. Feedback can be given directly to supervisors as well as to the training director. Additionally, interns will be asked to provide formal feedback at midyear and end of their training.

IV. DESIRED CHARACTERISTICS & APPLICANT QUALIFICATIONS

The internship year is a major milestone in the journey to become a psychologist. To have a successful internship year, we believe it is important for interns to choose an internship program that aligns with their professional goals. In order to understand what our program has to offer, we strongly encourage you to read through our entire internship brochure, visit our website, and review our profile in the APPIC directory online.

- Doctoral student in a professional psychology training program that is **accredited by the American Psychological Association** or the Canadian Psychological Association. ***Students from non-accredited programs will not be considered for an interview.***
- successful completion of at least four semesters of supervised practicum courses in counseling/psychotherapy
- completion of all graduate coursework by the start of internship
- passing score on qualifying/comprehensive examinations by rank deadline
- successfully proposed dissertation by application deadline, with preference for applicants who are nearing completion of dissertation (e.g., completed data collection) by start of internship
- minimum of 250 intervention hours by the application deadline
- minimum of 5 integrated assessments, **2 of which must be with a child client** (under age 15)
 - As defined by APPIC, the definition of an integrated report is a report which includes a review of history, results of an interview and at least two psychological tests from one or more of the following categories: personality measures, intellectual tests, cognitive tests, and neuropsychological tests.
 - Given the nature of the testing referrals we receive, **at least two of the integrated reports must include a full cognitive measure (i.e., WPPSI, WISC, WJ-Cog, KABC) and a full academic achievement measure (i.e., WIAT, WJ-Ach, KTEA)** to be considered for an interview.
 - Additionally, preference will be given to applicants who have experience administering and interpreting objective and projective social/emotional measures (i.e. BASC, BRIEF, Robert's Stories, Thematic Apperception Test, MMPI-A).
 - ***Applicants who have not completed the minimal number of psychological assessments will typically not be considered for an interview.***

Per APPIC policies, only clinical services provided to actual patients can be counted in the intervention and assessment categories (simulated patient scenarios should not be captured in these categories).

Applicants who have not completed the minimal number of psychological assessments and other admission criteria are typically not considered for an interview. However, if it is expected that these requirements and desired expectations will be met by the time we host interviews in January, we encourage you to still apply and specifically address this in the cover letter with your application. Students who would like additional information or have questions should reach out to the APA Training Director.

Desirable Applicant Characteristics

As applicants consider applying to our program, it is strongly encouraged that you assess how one's individual training goals align with our internship program. In addition to the "technical" requirements listed above, it is important to note that the program also considers the quality of an applicant's training in terms of the type of setting, diversity of client caseload, experience working with children and families, and demonstration of cultural humility. We will also consider applications from candidates who may not have had the opportunity to meet these considerations but demonstrate great potential and an eagerness to learn based on strong letters of recommendation, essays, and interviews.

The training staff encourages applications from individuals whom:

- are interested in competency-based approaches to therapy.
- are interested in collaboration and learning in a community.
- are willing to open themselves to differing perspectives and questions of how one's constructions of reality affect therapy.
- are interested in understanding the relationship between and impact of power and privilege, especially in the realm of gender, race, sexual orientation and other typically marginalized identities.
- are sensitive to how one's ethics are demonstrated in practice.
- are interested in family therapy and integrating systemic factors into treatment.
- are interested in gaining experience in assessment from early childhood through adolescence.

Candidates from diverse backgrounds (i.e., ethnicity, spiritual/religion, gender, sexual orientation, etc.) are encouraged to apply. Additionally, given that we serve a large Spanish speaking population, ***we also encourage students who are bilingual in English and Spanish to apply.***

V. APPLICATION AND INTERVIEW INFORMATION

Deadline

All application materials must be received by **Monday, November 10, 2025.**

Application Materials

All application materials should be submitted online through the APPIC portal using the online APPI.

1. A letter of interest.
2. Complete the APPIC Application for Psychology Internship (APPI) web site: www.appic.org, our program code number is **157211**.
3. A CV or resume.
4. Official transcripts of all graduate work.
5. Three letters of reference, at least two from individuals who have supervised your clinical work.
6. A de-identified sample of one of your integrated psychological evaluations. A child/adolescent assessment is preferred but not required.

Selection Procedures

Once applications are received, each application is reviewed by two to three members of our Psychology Training Committee and chosen based on the rating of their application across all raters to help identify potential goodness of fit with the internship program. After applications are read, the committee meets to discuss results and finalize the selection of students who will be invited for an interview.

Interviews & Open House

All applicants will be notified via about interviews **no later than Friday, December 12, 2025.**

Applicants invited for an interview will have an opportunity to attend a virtual open house to learn more about our program. Applicants will hear about the different aspects of the internship from members of the Psychology Training Committee. Applicants will also have opportunities to ask specific questions to supervisors and to the current APA interns. This year we will host two open houses on the following dates:

Tuesday, 12/16/2025 from 12:00-2:00 CST

Monday, 1/5/2026 from 12:00-2:00 CST.

Interviews for the 2026-2027 training year will be conducted virtually. Interview scheduling will be conducted via the NMS Interview System. Additional details will be included in the interview offer email. Interviewees will engage in an 80-minute interview with members of the Psychology Training Committee.

The 2026 Interview days will be held on: January 9th, January 12th, January 14th, January 20th, January 22nd

After interviews are completed, the Psychology Training Committee meets to determine applicant rankings. The full application and information gathered from the interview process is utilized to determine applicant rankings. As a member of APPIC, Momentous Institute participates in the national internship matching process by submitting its applicant rankings to the National Matching Service

Applicants are required to follow the guidelines developed by the Association of Psychology Postdoctoral and Internship Centers (APPIC). Notification of all applicants selected for an internship offer will follow APPIC guidelines. Please read these guidelines carefully to ensure you understand the requirements of the uniform notification procedure. APPIC match policies can be accessed at <http://www.appic.org/Match/Match-Policies>.

Notification/Acceptance Procedure

Applicants are required to follow the guidelines developed by the Association of Psychology Postdoctoral and Internship Centers (APPIC). Notification of all applicants selected for an internship offer will follow APPIC guidelines. Please read these guidelines carefully to ensure you understand the requirements of the uniform notification procedure. APPIC match policies can be accessed at <http://www.appic.org/Match/Match-Policies>

Momentous Institute maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institutes hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.

Additional Information

Please note that while we gladly accept students from school psychology programs, the structure of our internship cannot guarantee that students wishing to seek licensure as an LSSP will be able to complete the required hours needed in a school setting given that interns are housed in our community mental health service and not the Momentous School. Students wishing to seek this specific license, should consult with the requirements of the licensure board for the state in which they intend to practice to determine how our program aligns with necessary requirements. Specific questions about this can be addressed to Dr. Geerts- Perry.

Contact Information

If you have questions or need additional information, please feel free to contact the APA Training Director:

Ashley Geerts-Perry, PhD

aperry@momentousinsitute.org

214-915-4766

VI. INTERNSHIP DATA

A. Financial and Other Benefit Support for Upcoming Training Year*

Annual Stipend/Salary for Full-time Interns	annual salary \$40,300	
Annual Stipend/Salary for Half-time Interns	N/A	
Program provides access to medical insurance for intern?	Yes	No
If access to medical insurance is provided:		
Trainee contribution to cost required?	Yes	No
Coverage of family member(s) available?	Yes	No
Coverage of legally married partner available?	Yes	No
Coverage of domestic partner available?	Yes	No
Hours of Annual Paid Personal Time Off (PTO and/or Vacation)	40 Hours	
Hours of Annual Paid Sick Leave	48 Hours	
In the event of medical conditions and/or family needs that require extended leave, does the program allow reasonable unpaid leave to interns/residents in excess of personal time off and sick leave?	Yes	No
Other Benefits (please describe): Interns also receive ~10-12 paid holidays and are eligible to receive up to 5 conference days for dissertation work/defense, graduation, and other academic/professional activities. Interns also receive free registration to other agency sponsored professional development trainings and tickets to the CJ Cup Byron Nelson Golf Tournament (agency fundraiser).		

*Note. Programs are not required by the Commission on Accreditation to provide all benefits listed in this table

B. Initial Post-Internship Positions (2022 – 2025)

Total # of interns who were in the 3 cohorts	9	
Total # of interns who did not seek employment because they returned to their doctoral program/are completing doctoral degree	1	
	PD	EP
Community mental health center	2	2
Federally qualified health center	0	0
Independent primary care facility/clinic	0	0
University counseling center	0	0
Veterans Affairs medical center	0	0
Military health center	0	0
Academic health center	1	0
Other medical center or hospital	2	1
Psychiatric hospital	0	0
Academic university/department	0	0
Community college or other teaching setting	0	0
Independent research institution	0	0
Correctional facility	0	0
School district/system	0	0
Independent practice setting	3	3
Not currently employed	0	0
Changed to another field	0	0
Other/Unknown	0	0