

## **Definitions for Clinical and Professional Activities Data Reporting**

### **Client Demographic Information**

Please note that client demographics should be recorded ONLY for clients to whom YOU provided direct services. Many teams do provide the opportunity to observe other students providing services, and this experience should be considered a Supervision hour. If you provide services to a group or to couples, it is acceptable to record demographic information for each client.

### **Definition of “Hours Per Modality”**

There are four types of therapy that are necessary to record and report: individual, group, family, and couples. Please note the number of hours spent in each of these modalities for each client. As mentioned, if you are providing services to a group or to couples, it is permissible to record each individual's demographic information. However, the hours of therapy provided should only be counted once. So, if you provide couples therapy for one hour, it counts as one hour total (*not* one hour per person).

### **Definition of “APPIC Clinical Hours”**

It is important that when recording the clinical hours you comply with BGSU’s definitions of Intervention, Assessment, Other, Support, and Supervision hours. Please be advised that the clinical hours and client demographic information reported to the DCT are more general than the level at which APPIC requires they be reported for internship applications, thus additional tracking of your clinical hours is recommended.

Additionally, as APPIC states, the items that go in these categories are “mutually exclusive,” meaning that each hour of service can only be counted in only one of these categories. Additionally, “you may have some experiences that could potentially fall under more than one category, but it is your responsibility to select that category that you feel best captures the experience.”

Below are the definitions that BGSU will be using for clinical hours:

#### **INTERVENTION HOURS** include

Individual therapy, Career Counseling, Group Therapy, Family Therapy, Couples Therapy, School Counseling Interventions, Sports Psych/Performance Enhancement, Medical/Health-Related Interventions, Intake Interview/Structured Interview, Substance Abuse Intervention, Other Interventions.

#### **ASSESSMENT HOURS** include

Psychodiagnostic test administration, Neuropsychological Assessment, Other Assessments.

#### **“OTHER” HOURS** include

Supervision of other (less experienced) students performing intervention and assessment activities, Program Development/Outreach Programming, Outcome Assessment of

programs or projects, Systems Intervention/Organizational Consultation/Performance Improvement.

SUPPORT HOURS include

Time spent outside the counseling/therapy hour while still focused on the client (e.g., chart review, writing process notes, consulting with other professionals about cases, video/audio tape review, time spent planning interventions, assessment interpretation and report writing, etc. Also includes time spent in didactic training (e.g., grand rounds, seminars)

SUPERVISION HOURS include

Hours spent in one-on-one, face-to-face supervision, Hours spent in group supervision, Hours of peer supervision/consultation and case discussion on specific cases.

**Definition of “Hours of Intervention, Assessment, and Other Per Setting”**

BGSU’s clinical program provides a variety of settings in which student clinicians have the opportunity to provide services. Be sure that for any hours that you provided direct services (i.e., assessment, intervention, and sometimes "other" hours) the settings in which these services were provided is reported. DO NOT report the hours of Support and Supervision that occurred in these settings. Please indicate the number of hours that you provided services to clients in each of these settings.

Below are the definitions that BGSU will be using for each setting:

610 TEAM includes hours that services were provided in the context of a 610 team.

ADVANCED TEAM includes hours that services were provided in the context of an advanced team.

PLACEMENT includes hours that services were provided while on placement.

733 or 780 (PSC) includes hours that services were provided as part of therapy or assessment "courses" (i.e., 733, 780).

RESEARCH includes hours that services were provided to clients in the context of research. For example, some research groups provide the opportunity for students to provide individual counseling sessions to research participants or educational sessions to groups.

OTHER includes hours that services were provided in another context. For example, some students may hold outside employment where they provide services to clients.