

Binghamton University
State University of New York

The Graduate Clinical Psychology
Training Program



A Guide for Students

Department of Psychology

Our program is accredited by the American Psychological Association. Inquiries may be directed to the Office of Program Consultation and Accreditation, American Psychological Association, 750 First Street, N.E., Washington, DC, 20002-4242, Phone: (202) 336-5979..

This student guide has been periodically updated by the Clinical Psychology Faculty with assistance from graduate students. It is a work in progress and continually benefits from student and faculty input. Please forward comments to the Director of Clinical Training for future revisions.

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FOREWORD

Graduate training in clinical psychology is a rigorous undertaking. It carries with it great responsibility and demands great dedication. Your graduate training can be an incredibly rewarding and exciting period in your professional life. You will have numerous opportunities to learn and to excel. It can seem overwhelming with respect to the requirements you must complete and details with which you must be familiar. To help address this, this handbook will provide you with important information concerning the process and requirements of your graduate education. It is not a substitute for your active involvement with your faculty advisor or active participation in all aspects of the Clinical Program. Given the dynamic nature of graduate training, you must rely on your faculty advisor and the Director of Clinical Training as the final authority for questions about the program. We hope this guide will answer many of your questions.

Our Clinical Psychology Training Program is always in a state of evolution. The science and profession of clinical psychology are constantly evolving and thus our training program must likewise evolve. The faculty meets regularly to address the important issues of clinical training and you should not be surprised to see that requirements, emphases, and program specifics change over the course of your graduate study. This is certainly not to imply that decisions are capricious or that change occurs simply for the sake of change. Rather we feel it is vital to both react to important changes in the field as well as help influence changes by taking a proactive approach. We have a tradition of student involvement in such important curricular changes and encourage you to find opportunities to provide your input.

Within this context of change and evolution, there are nevertheless certain underlying components, procedures, and values to our Clinical Psychology Training Program. In part that is what this manual is about. As clinical Psychology students, you are responsible and accountable for the procedures, guidelines, and information conveyed in this program guide and the University Bulletin. In turn, faculty desire to help you understand the rationale for the program philosophy and procedures, their implementation, and ways to suggest and to undertake appropriate changes.

This manual has evolved over a number of years and has had numerous contributors. It would be rather awkward to cite every contribution by each individual within the body of the manual. While instructive it would no doubt make very cumbersome reading. Thus the manual that follows is reflective of a group effort and occasionally a new “editor” is selected to assist in the process of revision. Thus this current revision utilizes the substantial work that has been done previously and draws upon the input of many individuals. The preparation of this handbook has been an on-going process over many years. Some of the material was originally written by Professor Donald Levis, with significant revisions by Professor Ian Evans, assisted by the 1985-86 Clinical Program Advisory Committee. More recent revisions incorporate the individual efforts of Professors Thomas Brandon, Raymond Romanczyk, Steve Lisman, myself, and numerous dedicated graduate students. I am extremely grateful for their contributions.

Brandon E. Gibb, Ph.D.
Professor and Director of Clinical Training
April, 2015

INTRODUCTION

Training Philosophy

In 1980, in the original version of this booklet, Dr. Donald Levis wrote in the forward:

“... the objective of our clinical program is to produce an outstanding product, an individual who is completely trained in the basic areas of psychology, in research skills, and in clinical practice.”

Since this goal was first formulated, we have perceived little need for redirection. Our goal is to develop sensitive and caring clinical psychologists who are scientists, prepared to provide new knowledge and objective answers to the complex questions concerning the nature of human suffering and the design of effective interventions. In order to have the greatest impact upon human problems, we believe that our students must be able to enter a variety of research and service settings and use their knowledge, skills, and scientific orientation to meet, assess, and resolve clinical issues.

In general, our goals and philosophy of training derive from and, to a large degree, still represent the ideals of the Boulder model of the scientist-practitioner. However, a common failing of the Boulder model in the past has been that it did not foster integration of the scientist and practitioner functions but instead encouraged psychologists to “wear two hats.” For example, it would not have been uncommon for an individual psychologist to carry out research in the laboratory, guided both by the rigorous application of scientific method and the direction offered by outcomes of prior research. One might envision this same hypothetical psychologist closing up the lab for the evening, and going to the treatment office to deliver patient care using procedures adopted primarily because of tradition or personal belief instead of any link to empirical research, systematic test of effectiveness, or appreciation of scientific method. The major training philosophy of the Binghamton program has been the “single hat” concept, whereby both research training and professional skill development are based on a full appreciation of scientific methods.

A more contemporary term that builds on the ideals of “scientist-practitioner” and aptly captures the Binghamton program’s effort to integrate these functions is “clinical scientist.” As defined by the Academy of Psychological Clinical Science (APCS), the term, “clinical science” denotes “psychological science directed at the promotion of adaptive functioning; at the assessment, understanding, amelioration, and prevention of human problems in behavior, affect, cognition or health; and at the application of knowledge in ways consistent with scientific evidence.”

[note: In 1995, Binghamton’s clinical program was invited to join, as a charter member, the Academy of Psychological Clinical Science (APCS), which is a coalition of doctoral psychology training programs that share a common goal of producing and applying scientific knowledge to the assessment, understanding, and amelioration of human problems. Membership in the

Academy is granted only after a thorough peer review process. In 1996, our application was completed, and the program was granted full membership, one of 28 programs at that time. As of 2015, there are 62 member programs in the Academy.]

The Clinical Psychology Program must continuously evolve in its efforts to prepare outstanding research-based clinical psychologists. In order to focus and to evaluate this ongoing development, we adopted the following guiding principle:

Guiding Principle

Clinical Psychology is one specialty area within the larger empirical Science of Psychology.

Corollaries

- 1. The study of Clinical Psychology draws upon, and contributes to, all other specialty areas within Psychology. Therefore, the teaching of Clinical Psychology must integrate knowledge and techniques from the rest of Psychology. Clinical Psychology cannot be taught in a vacuum.*
- 2. Clinical psychology must be taught as an empirical science, consistent with the teaching of the rest of Psychology. It is our intent to train students to be clinical scientists, as this is fundamental to the range of career paths that they may choose.*
- 3. Implementation of the Guiding Principle must be consistent with ethical standards. Among these are concern for the welfare of students, clients, and research participants, as well as integrity in all professional relationships.*
- 4. All aspects of graduate training in Clinical Psychology should be consistent with this principle and these corollaries. Such aspects include research training, course work, and most notably casework, supervision, and placements. We must regularly evaluate the degree to which this objective is being met.*

To enhance the integration of scientist and practitioner skills, the program has always stressed certain educational values. For instance, the faculty should be models of the desired student product by themselves being able to integrate clinical and scholarly activities. Faculty members are active in the development and evaluation of innovations in practice as well as applied and basic research. Another strategy has been to ensure that students are well grounded in basic psychology and to give them models of how clinical applications draw from the basic research areas. This latter focus has given the program a cognitive-behavioral orientation in terms of general theory. This focus is not, however, doctrinaire or dogmatic. It is a consequence of endorsing clinical psychology as an applied science, so that the research and teaching of the clinical faculty reflect advances in all aspect of psychology: human learning and cognition, social processes, neuroscience, and development. A third strategy has been to emphasize research directed toward meaningful clinical problems, and to expose students intensively to the realities of those problems. This blending of the program with both mental health and consultative

services in the campus and local community provides opportunities for learning clinical procedures, consultation, and the extension of applied clinical research.

An additional aspect of integration within the clinical science model comes from the concept of clinical practice necessitating use of the scientific method. The empirically-oriented clinician does not always conduct formal research with clients or patients, but nevertheless formulates hypotheses and makes decisions that are guided by an evidence base that comprises ongoing data collection and prior research. Service agencies do not necessarily encourage or facilitate formal experimental research, but the scientific method should be applied to needs assessments, program evaluation, and treatment innovations derived from knowledge of more basic research. It is the value system of the scientific method – concern for objectivity, data guidance, hypothesis testing, replication, and critical thought – that we believe makes for effective clinical practices.

By teaching our students to be competent scientists, able to integrate the scientist and practitioner roles as described, we try to ensure them a wide range of options when it comes to making career choices. Each student should be able to compete successfully for any kind of professional position. There are many environments in which clinicians can function – public or private, service or instructional, academic or applied. We would hope that students' predilections, personal goals, acquired skills, and discovered talents would determine the settings in which their contributions to the field and to society can be most successfully realized. For some examples of the array of careers that our graduates have chosen, please consult the alumni page of the clinical psychology program website:

<http://www2.binghamton.edu/psychology/graduate/clinical-psychology/alumni.html>

We do not have formal training “tracks” based on content areas, such as child clinical, neuropsychology, etc. Nevertheless, there are many opportunities for students to create a special professional identity because choice is given within very important areas. These might include course options, training at workshops and conferences, activities within and across laboratories, and the student's primary research topics. Thus, the content of each individual's program varies, whereas the process – critical and integrative abilities, knowledge of concepts, and articulation of issues – is kept as a common standard across students.

Students' Characteristics

Although all programs try to define their training goals, it is always a little harder to define the qualities we look for in our students. Probably the most important factors, after demonstrating competency at the undergraduate level, is that the student's professional goals match those of our training program and there is a good match in terms of research interest with one or more faculty members. We look for students who are dedicated to research, curious, and intrigued by the process of discovery that empirical research entails, and who have a sincere interest in clinical psychology as an applied science.

We seek students who are interested in developing their intellectual potential to its fullest so that they may become creative and effective contributors to clinical psychology as an applied science. We try to ensure that students are committed to psychology as a science so that they will not be at odds with the values of the program. We recognize that graduates will have individual

ways of using their skills and training – either in research, in direct clinical service, or in teaching others. Regardless of how students develop their professional roles in clinical psychology we expect that their scientific training will make them curious, thoughtful, and concerned with self-excellence.

We also look for students whose major commitment is to the use of psychological principles for the betterment of society. There are various settings and professional roles in which psychologists can make a difference in people's lives. Thus, we see clinical psychology as a powerful source of knowledge that is very different from the general skills of professional disciplines in the helping professions. Many types of professionals can provide support, encouragement, and help to clients; what is unique about clinical psychology is that we bring to this endeavor a rigorous, scientific knowledge base. There are many significant problems facing individuals in our society, including serious emotional disorders, acquired or developmental disabilities, addictions, violence and crime, and the impact of dysfunctional families and traumatic experiences. Addressing these social issues requires dedication, concern and critical thought. Students may move on to careers in the public mental health system, in academia, in medical schools or teaching hospitals, in private practice, and in social policy, but in each instance our graduates will be dedicated to the need of the consumers of clinical psychology services and clinical science research.

We try to ensure that students will value challenge and scholarship, but not at the expense of interpersonal values and prosocial standards. We endeavor to admit a class that will interact well together and to provide a supportive network. By typically being able to financially support all students in good academic standing, for instance, we discourage rivalry and competitiveness among students, while encouraging each student to take pride in the program's search for excellence. We attempt to develop a sense of community among students and encourage cooperation and peer support.

Diversity

We encourage diversity at all levels. We look for students of varied backgrounds, ages, lifestyles, previous experiences, and cultural and ethnic identities. We believe that clinical psychologists should represent the highest standards of tolerance and respect for individual differences in ethnicity, lifestyle, and culture. There is no room for racism, sexism, or "handicap-ism" in our program. One way to achieve these goals is to actively encourage a diversity of representation among our students. We specifically attempt to select students from various backgrounds and heritages. It is critical that we train the future generation of clinical psychologists so that these professionals will, to coin former President Clinton's phrase, "look like America." We also expect our students to be experienced in, and comfortable with, the delivery of clinical services to minority, disadvantaged, or neglected populations. Topics and issues related to multiculturalism and diversity in psychological research and practice have been regularly integrated into departmental colloquium series, classroom syllabi, and coursework.

Overview of the Clinical Training Program

Academics

Introduction

The structure of the program is to combine course work, research training, and clinical training in a developmental progression that allows for increasing independence, responsibility, and self-determination in areas of specialization. The training philosophy is one that views you in the role of a “junior colleague”, who collaborates with faculty in research and who is encouraged to engage in the activities that would be expected of a productive professional – attending and presenting at conferences, publishing research, reviewing manuscripts for journals, writing grant proposals, consulting about clinical cases, developing innovative programs, and so on.

To help incoming students obtain a solid start to the program, we use two mechanisms. First, sometime in the summer before you arrive in Binghamton, you will be assigned a “peer mentor”, a more senior student who will be available to answer questions, help you settle in, and give you a sense of belonging to the program. Second, within the first month of the Fall semester, we hold a student/faculty reception for first-year students. The purpose of this is to ensure that students and faculty know each other, that students understand faculty expectations, and that faculty convey their interest in providing guidance and support about many of the complex issues that arise during clinical training.

Years One and Two

The heaviest concentration of formal courses is in the first two years. During this time you are expected to master a core knowledge base that provides depth in psychology as an experimental science (one of the strengths of the Department), but also surveys the broad areas that make up the modern discipline of psychology. Identification with the role of the clinical psychologist is encouraged through an early introduction to the history and current status of clinical psychology, involvement with clinical activities through observations, case conference attendance, practicum training, and relatively early opportunities to sit in and/or observe clinical supervision of psychotherapy practicum. *You must register for all classes through Mary Ellen Gates. If, for any reason, you need to drop a class, this needs to be done through Mary Ellen before the drop deadline.*

During these first two years, students’ participation in research is shaped through membership in a laboratory group under the direction of a faculty supervisor. In the lab one may assist more senior students in carrying out projects, learn the techniques and methods of the research area, and discuss the design and execution of specific studies. This culminates in the development of a formal research proposal (the 2nd-Year Project) and the completion of the master’s thesis (M.S.) by the end of your second year. Guidelines for the completion of the 2nd year Project are available from your faculty supervisor. To assist students in “pacing” themselves and balancing multiple responsibilities, it is suggested that, by the end of March in your first year, you develop a short prospectus (5-6 pages) for a research project, which may serve as a prelude to the 2nd-Year Project proposal. This helps students early on to focus on a project that can be completed during the second year, and provides incentive to become familiar with a circumscribed literature pertinent to their developing interest area.

Post Master's

After completion of the requirements for the Master's degree, students focus on preparation for comprehensive exams (known also as preliminary or qualifying exams in some programs). The comprehensive exams are taken in a written format, comprising 3 major areas: "Assessment and Intervention", "Psychopathology and Classification" and "Ethics and Professional Issues and Ethics" (for more detail, see "Comprehensive Examinations" below).

Course Completion Status and Elevation to Doctoral Candidacy

After you have completed all of your required courses, you can be officially recognized as "Course Complete" (CC), a status that requires students to register for only 1 credit (thus paying significantly lower tuition and/or fees!). Once you have completed all of your courses, you should see the Graduate Secretary (Mary Ellen Gates) so that she can certify that you are course complete and inform Pam Turrigiano who will then allow you to register for only 1 credit hour and pay lower student fees. It is critical that this form be completed BEFORE the start of a new semester or you will not be able to register for only 1 credit and pay lower fees.

In addition, after you have submitted your M.S. thesis document, passed your comprehensive examination, and completed all required coursework (typically during the 3rd year) you may be formally admitted to doctoral candidacy and then begin work on dissertation research. This requires that you complete a "Recommendation for Admission to Candidacy for Doctoral Degree" form, which can be found on the Graduate School Website (new and current students/graduating students/forms/graduating/recommendation for admission to candidacy for doctoral degree). This should be completed at the defense once the defense has been completed and approved, and returned to Mary Ellen along with the Defense notice that is signed. This form must be completed before the start of a new semester or your ABD status will not be recognized by the Graduate School until the following semester.

Students take most of their elective courses in the second and third years. Selection of these courses should be made in close consultation with your faculty advisor.

If this schedule is maintained, your fourth year may be one of considerable independence. You may be involved in sophisticated clinical responsibilities, teaching your own course to undergraduates, carrying out your own funded research, participating in a number of ongoing research projects, and taking whatever remaining courses seem most important to your career objectives. Planning for and applying to internship programs will also consume some of your energy. You must have a dissertation proposal approved by your dissertation committee prior to receiving letters of recommendation from the Director of Clinical Training and Clinical faculty for your internship applications. The faculty recommends in the strongest terms that you gather your data before leaving for the internship.

Throughout your training you will have had ample contact with the scientific, professional, and ethical values of the Psychology Department. Students' education is enhanced by participation in the intellectual life and daily activities of the Department, such as attending colloquia given by some of the most distinguished psychologists in the country, participating in program planning and review, being involved in the evaluations of the faculty, etc.

Funding

In your first year you will typically receive Departmental funding, often in the form of a stipend for your work as a teaching assistant. From your second to your fourth year, your stipend will typically come from some combination of traineeships provided by community agencies, faculty grants, and departmental assistantships. These stipends are typically accompanied by a tuition scholarship that is paid for by the Graduate School, the agency, or the Department of Psychology. If you are funded by a local agency, you will spend 16 hours each week in increasingly responsible clinical work in an applied setting. Students are required to have the equivalent of at least 2 semesters of community practicum, although 4 are recommended. This can be accomplished either by paid placements or through volunteer placements (with funding coming from another source such as a TA assignment). This means you will typically have had several hundred hours of supervised practicum (community agencies and departmental clinic – see below) experience before going to your internship. This combination of clinical work and extensive research accomplishments have helped give our students an outstanding reputation, resulting in their consistently obtaining some of the finest APA-accredited internships in the country. Although funding cannot be guaranteed for the entirety of your time in the graduate program, clinical psychology graduate students typically receive at least 4 years of stipend and scholarship support. Funding through university-related sources is typically proscribed after 5 years.

The Psychological Clinic

The Clinic is located within Clearview Hall, which is a short walk from the Departmental building. Clearview Hall is also the site of the laboratories and offices of many clinical psychology faculty and graduate students, as well as one of the Psychology Department's main conference rooms. The Clinic currently consists of seven therapy rooms (one designed for children, one for groups) that are all linked to a central observation facility via one-way mirrors or video recording equipment. The Clinic clientele are typically self-referred or directed toward the Clinic through, for example, the offices of their health care providers in the local community as well as from the University Counseling Center, former satisfied clients, attorneys, etc., and comprise a broad range of diagnoses, ages, SES, etc. Psychological services are provided to individuals, family subsystems, groups, etc., both in clinic offices or in vivo. Some faculty supervisors conduct clinical research with particular types of clinical disorders (e.g., neuropsychological assessment, anxiety or mood disorders, relationship conflict, etc.), and often provide specialized supervision primarily on those particular problems. Although most full time faculty subscribe to a broad-based CBT approach to clinical work, other faculty as well as several of the supervisors in the local community identify with a range of alternatives, from psychodynamic to family systems.

Students begin to serve as therapists in the Clinic during their second year, and usually carry two (sometimes three with permission of the Clinic Director and their advisor) cases concurrently during their third and fourth year. Students are expected to write assessment reports, keep notes, and to employ evidence-based procedures whenever possible. All clinical work in the Clinic is supervised by full time faculty, as well as by field supervisors and adjunct faculty from the community.

At the weekly case conference meetings, students present cases. Faculty and distinguished visitors also present cases and topics of current professional interest at this weekly series, which thus provides an important forum for the discussion of ethical concerns, professional dilemmas, topics such as women's issues, legal and forensic problems, the importance of culturally sensitive therapy, and aspects of psychopharmacology, among numerous other topics. A separate manual of procedures for the Psychological Clinic is provided each student when their clinical practicum work commences.

Normal Progress

The pre-internship curriculum is designed to be completed within four years. Although some students complete all program requirements within the four year timelines, many do not. We have resisted the temptation to officially make the program a five-year program and are, instead, making greater efforts to help students stay on track without creating unnecessary pressure to meet deadlines, etc. Some students deliberately plan to spend five years in residence in order to increase their research experience and opportunities. However, there are various drawbacks to this plan, one of which is that funding through the graduate school is, though never guaranteed, typically extended for only 4 years. Although it is harder to get funding for the fifth year, the program extends significant effort toward that end and is often, although not always, successful. Another problem is that it can be difficult to obtain a tuition waiver after your fourth year. (These waivers are really tuition scholarships awarded from Albany and cost Binghamton University actual dollars.) However, tuition costs are minimized if you are formally designated as having completed "all but the dissertation" (ABD), and need enroll for only one or two credits to maintain your full-time matriculation.

THE ACADEMIC CURRICULUM

The Core Curriculum

Three forces shaped the development of the core curriculum: our own unique conception of what constitutes the basic knowledge in psychology; the particular strengths, expertise, and interests of the faculty; and the requirements mandated by the Commission on Accreditation (CoA) of the American Psychological Association.

Since most states' licensing procedures are generic (that is, you are licensed as a psychologist, not a clinical psychologist), and since the APA accreditation process represents the views and interests of psychologists with many orientations, the requirements articulated from this third source tend to be quite broad. A summary of CoA requirements and how we meet them via formal courses is provided below in Table 1 for your guidance. However, the CoA recognizes that the sequential and coherent structure of a clinical training program allows for a variety of teaching and learning strategies besides formal coursework. Although Table 1 lists only coursework, students also become informed and competent in the required knowledge domains by virtue of immersion in laboratory research, case conferences and colloquia, reading for comprehensive exams,

The core curriculum consists of a series of required courses completed within the first 2-3 years. These include introductory courses and seminars with a focus on surveying a general area of psychology.

TABLE 1

CONTENT AREA	COURSE NO.	TITLE
Scientific and professional ethics and standards	550	Ethics, Research & Prof. Issues - Clinical
Research design, methodology, data analysis	503	Statistics and Design I
	504	Statistics and Design II
Psychological measurement	541, 542	Assessment I & II
History and systems	555	History & Systems of Psychology
Biological bases of behavior	577	Human Neuropsychology
	575/576	Brain Neuroscience I/II
Cognitive/Affective bases of behavior	616	Cognitive & Affective Bases of Behavior
Human Development	615	Human Development
Critical thinking & analysis; evaluation of efficacy	613 series	Advanced seminars ** (recent examples: Marriage & Family, Great Papers in Clinical Science)
Social aspects of behavior	537	Social Psychology
Individual differences	540	Psychopathology
	542	Assessment II
Individual and group intervention	543	Behavior Therapy Approaches
	612	Techniques of Behavior Change
Consultation	598	Community Practicum
	617	Consultation & Supervision
Diversity issues	614	Multicultural Psychology
	597	Psychotherapy Practicum
	550	Ethics, Research & Prof. Issues - Clinical
	598	Community Practicum

** Two advanced seminars are required. One is required to be taken with a clinical faculty instructor; however, the other can be from another graduate area if they relate to the student's course of study or research.

There are also required clinical courses designed to expose you to the most recent developments in assessment and treatment that have a solid theoretical and empirical foundation. These courses cover professional and ethical issues, psychopathology, assessment, and treatment for children and adults.

The department offers the course, "Teaching of Psychology," which provides instruction in methods, techniques, and principles for teaching psychology. Student who have completed the M.S. and who wish to be eligible to teach a course (e.g., during the summer session, winter intersession, as part of an NRSA training plan, etc.) must have completed the Teaching course and subsequently either teach a course themselves or conduct teaching in other equivalent contexts. Because many students will teach psychology (either in a university or medical school setting) when they begin their professional careers, or will wish to teach undergraduate classes in our own department once they have obtained the MA degree, the course provides the necessary preparation for this exacting task.

Exemptions. Students may petition for a variance in any program requirement. In the case of core courses, however, exemptions are granted only on certain grounds.

(a) If you have already taken an equivalent graduate course from another institution, you may approach the instructor of our core course with a copy of your alternative course syllabus. If the instructor agrees that this course was sufficiently similar in content and level, he or she may recommend that you be exempted from the Binghamton course. This recommendation must be in writing, be accompanied by your previous course syllabus, and approved by the clinical faculty. However, only certain courses within our curriculum are open to these petitions: Statistics I and II, Assessment I and II, History and Systems, and Social Psychology.

(b) A similar strategy, if you feel that you have mastered the content of the course in some other way, is, with the instructor's consent, to continue enrollment in the Binghamton course but simply take whatever tests and exams are required to meet course requirements and receive a grade.

(c) It is possible to "test out" of a required course by passing an equivalency exam. Such exams are usually administered by the faculty member most commonly in charge of a given course, in conjunction with an evaluation committee of two other faculty members familiar with the area. This latter mechanism is used infrequently, but can be of assistance if a student fails a requirement but does not want to formally re-take the entire course. When an equivalency exam strategy is adopted for either of the above reasons, the student may not have the course listed in his or her transcript, or may have the course listed but with a failing grade or an incomplete. If this occurs, it is the responsibility of the student to ensure that there is documentation in your transcript that the required course was passed – this will be required by state licensing boards.

(d) Students may request a readings course to substitute for any course in the clinical curriculum. Such requests would be made through formal petition, and should be justified for reasons that relate to scholarship or to academic progress. Were the petition to be approved, the student would be permitted no other such approvals. The faculty member to serve as course instructor would be expected to develop a course syllabus consistent with (although not necessarily the same as) the substantive topics of the formal course itself, including a measure of competency (e.g., exam and/or paper).

The Elective Curriculum

It is a continued source of regret to us that core requirements restrict the elective options available to students in the first two years of their program. We have avoided using summers to teach courses, thus leaving this time available for the completion of research and other activities. Students may wish to delay taking courses not required for their master's (e.g., Social Psychology) until the third or fourth year, thus allowing some time in their schedule for elective courses or special offerings that are only occasionally available. Variations in the normal schedule and sequence may be worked out with your advisor, but must be approved by the Director of Clinical Training prior to implementation.

Current problems in clinical psychology (Psych. 613). This is the general name given to specialized seminars that are offered by the clinical faculty or guest instructors. Faculty are invited to propose 613 topics based on their current research interests or special areas of clinical expertise. Students are encouraged to suggest topics they would like to see covered by contacting the DCT or their student representative to the clinical area meetings. Should these lie outside the range of faculty competence, instructors may be selected from amongst our adjunct faculty or other community sources contingent on the availability of university funds. Please suggest special topics you would like covered at any time. Students are required to take a minimum of two 613 courses, but are welcome to take more, according to their interests. These 613 courses are taught only by clinical faculty (or adjuncts) although sometimes seminars with clinical significance are offered by other faculty; in this situation students may petition to have such a course serve as a 613.

Training in Clinical Skills

In accordance with the single-hat concept outlined earlier it is important to remember that "clinical skills" cannot be separated, in a meaningful way, from other aspects of your academic training. Your ability to develop rapport with a client would not be of much value if you were not aware of the latest empirically-grounded methods of intervention; conversely, you might be ineffectual in implementing a sound treatment plan if you were unable to effectively communicate with your client. Effective clinical intervention may require the novel application of a theoretical principle learned in a basic experimental course, while the planning of an ecologically valid research project may require first hand knowledge of a particular clinical phenomenon.

There are, however, a rich variety of generic, practical skills demanded of providers of clinical services that are best taught in supervised practical application of theoretical knowledge. Clinical training is taken very seriously by the faculty and absorbs much of our energy. Since most, if not all, of you will be engaged in some aspect of clinical practice following graduation, we have a strong commitment to ensure that you have the requisite skills. This is achieved in a number of ways:

1. Practical courses. There is a practicum component, tied to Assessment I and II, which provides opportunities to gain direct experience in the administration of psychological tests, interviewing, observation, problem formulation, and other assessment

procedures. We also have a course in Techniques of Behavior Change (Psych 612), which covers practice of a range of therapeutic intervention techniques, both behavioral and non-behavioral. The Clinical Ethics, Research, and Professional Issues course (Psych 550) provides a strong foundation in professional ethics and issues in professional practice (including training models, licensing, legal considerations, service delivery models, standards, and so on).

2. Psychotherapy practicum (Psych 598). This practicum takes place in the department's Psychological Clinic and starts in the first semester of the second year. You will be assigned a faculty supervisor and begin to observe assigned cases prior to assuming responsibility for one of your own. You begin work with your own case later that semester and continue psychotherapy practicum through your 3rd and 4th years. If you remain in residence for a 5th year, please consult your faculty advisor regarding any decision to enroll for psychotherapy practicum. First year students are invited to observe therapy cases in the clinic and "sit in" during the supervision with the consent of the Clinic Director, the case supervisor, and the therapist. If you are interested in doing this and your faculty advisor approves, then consult the Director of the Psychological Clinic to make arrangements. (All the details about your practicum in the clinic are to be found in the Manual of the Psychological Clinic, which you should read with care. It is available with password protection at the website for the Psychological Clinic, <http://www2.binghamton.edu/psychological-clinic/links.html>. Please ask at the Clinic for a CD copy of this manual).
3. Case Conference. A closely related facet of the psychotherapy practicum is attendance at the weekly case conferences, which is required of all students. The case conference series is one of the major vehicles for obtaining exposure to specific cases, common clinical and training dilemmas, ethical and professional issues, treatment decision-making, case conceptualization, and applications of research to treatment. In addition to presentations by faculty, supervisors, and other professionals, each student will present at least one case conference in each of their third and fourth years. Specific instructions on preparing for case conference are provided in the Clinic Manual, note above.
4. Community practicum. Unless you are on a grant-supported research assistantship, at the beginning of your second year you will typically be placed in a community mental health agency as a clinical trainee for a 16-hour per week commitment. These training sites provide a range of supervised clinical experiences and research opportunities as well as stipend support. These awards also carry with them tuition scholarships and health insurance.

Some of the special features of the community practicum are that it provides a variety of experiences in consultation with other psychologists (ultra-disciplinary interactions) and with other professional disciplines, such as psychiatry, education, nursing, and social work (inter-disciplinary). It also provides opportunities for experience in program evaluation and development, as well as a source of funding for students after their first year (see "Funding" above).

Practicum supervision is provided either by the professional staff of the agency or by a faculty supervisor. The community practicum is particularly valuable for learning about a wide range of problems in psychopathology, learning how agency and staff and interdisciplinary teams (e.g., psychiatrists, nurses, social workers) carry out their responsibilities, for obtaining experience in testing and therapeutic approaches not generally covered by the faculty, and for learning about different roles psychologists play in different settings.

The agencies at which students are placed provide a variety of services to individuals in the greater Binghamton area. Our intent is for students to rotate through multiple agencies, spending one year in each. Remember, however, that agencies come and go according to their own funding and staffing needs. The list of agencies is updated each year and posted on the Clinical Psychology Blackboard site. They include:

Institute for Child Development. Service delivery is provided by two Units. One unit is an educational and treatment facility for young children with autism and other severe disorders. The second Unit is for children with learning disabilities. These programs are located at the Institute building on the east side of campus and have a strong focus on research.

Children's Home of Wyoming Conference. This is a multi-service, private non-profit agency for children, with a residential component as well as a day-treatment program and foster care. The children have a variety of severe disorders, typically involving some degree of family dysfunction.

In addition to these agencies, the BU clinical psychology program works with several others in the community who provide *unpaid, volunteer training experiences for students that would entail 4 – 12 hours per week of supervised clinical activity*. If you are interested in considering this possibility for expanding your clinical experiences, please consult the Coordinator of Community Placements and discuss this with your faculty advisor. The following are examples of such placements:

Binghamton University Counseling Center. Interns provide primarily individual psychotherapy with some possible opportunities for group psychotherapy for interested interns. Interns may also conduct intake interviews and may provide crisis counseling. All experiences are with Binghamton University students who may range in age. The majority is traditional college age students, but the UCC does serve graduate students and non-traditionally age students.

Binghamton VA Community-Based Outpatient Clinic. Interns have the opportunity to provide individual and group psychotherapy to adult Veterans. The clinic provides treatment for a wide variety of psychological disorders, ranging from mild to severe intensity.

Binghamton VA Home Based Primary Care. Interns work within an interdisciplinary primary care team providing in-home services to veterans with

chronic, disabling diseases. Most patients are geriatric and have complex medical, social and behavioral conditions. Interns provide psychological and cognitive assessments, as well as individual and family psychotherapy for a variety of presenting issues which commonly include depression, anxiety, and difficulty coping with chronic illness.

Elmira Correctional Facility. Specific duties include conducting assessments for diagnostic clarification, updating records/charts (including conducting the interviews necessary for chart updates), co-therapy with general population inmates, and observing group and individual therapy with inmates in solitary confinement.

Greater Binghamton Health Center. This is a state-run regional mental health facility. Interns work with a wide range of patients, including children, adolescents, adults, and the elderly. Potential placements include outpatient and inpatient settings. Duties may include psychological assessments, neuropsychological assessments, forensic assessments, individual and group psychotherapy, and consultation.

Southern Tier Pain Management Center. Interns provide multi-modal psychological treatments to individuals dealing with chronic pain as a result of motor vehicle accidents or work-related injuries and they conduct presurgical evaluations for pain control procedures and bariatric weight loss surgery. They also conduct chronic pain program assessments.

Catholic Charities: Community Connections Center and the ACT Team. At the Connections Center, Interns meet regularly with individual clients and families or groups, maintain adolescent caseload, provide individual or family counseling, and co-facilitate group sessions as needed. With the ACT Team, they may assist with performing functional assessments with consumer, clinical providers and family members, assists with the coordination and participates in the development of an individualized, comprehensive service plan and work within a multidisciplinary team approach to outreach clinical and psychiatric rehabilitation model

Finally, there are several other agencies that provide funding for BU students whose primary responsibility is to provide program evaluation and consultation. These include:

Binghamton University Office of Student Assessment, Affairs, and Strategic Initiatives (SAASI). Interns provide program evaluation to and collaboration with professionals at SAASI to conceptualize, design, carry out, and analyze data from various campus projects (i.e. undergraduate survey data re: understanding student housing preferences, transfer student characteristics, and student experience during their transition to university life). Additionally, interns have

the opportunity to write reports and give presentations based on the results of these projects.

Binghamton University, Office of Institutional Research and Assessment.

The office supports planning by conducting analyses for decision makers and providing official statistics to the campus community and various external constituents. Interns work in a team environment, and staff members split up tasks and responsibilities. A graduate student who works well with others and can share responsibilities is needed as the office is very “deadline oriented.”

For both the Psychotherapy Practicum and the Community Placements, you will normally receive evaluations at the end of each semester, with a significant end-of-year evaluation of your overall performance. You are also asked to provide feedback on the nature of your supervision experience for both settings. Maintaining careful and thorough documentation of your activities and the amounts of time incurred in both of these practicum settings is useful when applying to internships: many internships require that you submit examples of assessment or treatment reports (see “Recording Your Clinical Activities” below)

The Director of the Psychological Clinic and the Coordinator of Community Placements (in consultation with the DCT) will arrange your assignments to a particular supervisor(s) in the psychotherapy practicum and to a specific community agency. Prior to these assignments, you will receive a list of available supervisors (Psychotherapy Practicum) and a list of agencies currently providing support for student training and the opportunity to indicate your preferences in rank order. Final decisions regarding your practicum assignments reflect the faculty’s consideration of your preferences, your academic standing and preparation, the training needs of all students, and the needs/requirements of any particular agency or practicum supervisor.

Other practicum experience

Additional practicum experiences are “built in” to the research and training endeavors of several faculty members. For example, Professor Coles’ research on social anxiety and obsessive-compulsive disorders involves treatment outcome studies of these conditions, Professor Romanczyk’s and Gillis’ Institute for Child Development is an applied research facility for children with learning disabilities and autism spectrum disorders, and Professor Donovan’s research focuses on neuropsychological assessment of outpatients and incarcerated individuals. For the most part, these are limited to the students who work directly with these faculty advisors. Infrequently, training opportunities with these faculty-directed clinics may be open to others, e.g., during the summer, as part of funded research, etc. Please consult the faculty member who supervises or directs these programs regarding possible training opportunities, as well as discussing this with your own faculty advisor.

Recording your clinical activities

It is most important, at the beginning of any of your first supervised clinical activities (Psychotherapy Practicum or Community Psychology Practicum), to develop and maintain a semester-by-semester account of the hours you expend in the following: direct patient contact,

formal supervision, and specific tests or assessment procedures. The process of calculating training hours retroactively, at the time of applying for internship, will likely be inaccurate and overwhelming for students who have not been maintaining their records on a weekly basis throughout each year. The Association of Psychology and Postdoctoral Internship Centers (APPIC) provides written guidelines that will be helpful in monitoring your accumulating clinical practicum work (<http://www.appic.org/training/index.html>). In addition, there are various methods and programs to help you keep track of your training hours. These include a tracking program published in the Behavior Therapist (Herschell, A., & McNeil, D., 2000), which is available at the Clinical Psychology Blackboard site, a commercially available program – Time2Trac (<http://time2track.com/>), and a spreadsheet available on the APPIC website under “student resources” (<http://www.appic.org/training/index.html>).

The recommended course schedule for clinical students is presented in Table 2. Changes in this sequence will often reflect faculty availability, class size, or the logistics of scheduling. Related program progress “markers” are listed in the right-hand column; these are explained in different sections of this manual.

TABLE 2

CURRICULUM OUTLINE – Minimum Required Courses *

<u>First Year</u>	
<i>Fall</i>	
<u>Course</u>	<u>Progress Markers</u>
_____ PSYC 503: Statistics & Design I (4 cr)	_____ Start exploring 2 nd -Year Project
_____ PSYC 540: Psychopathology (4 cr)	(MS thesis) research interests
_____ PSYC 541: Assessment Theory (Assmt. I; 4 cr)	
_____ PSYC 550: Ethics, Research, & Professional Issues – Clinical (2 cr)	
<i>Spring</i>	
<u>Course</u>	<u>Progress Markers</u>
_____ PSYC 504: Statistics & Design II (4 cr)	_____ Observe in clinic (optional)
_____ PSYC 542: Clinical Assessment (Assmt. II; 4 cr)	
_____ PSYC 612: Techniques of Behavioral Change (2 cr)	
_____ PSYC 596: Independent Research (var. cr)	
<u>Second Year</u>	
<i>Fall</i>	
<u>Course</u>	<u>Progress Markers</u>
_____ PSYC 543: Behavior Therapy Approaches (4 cr)	_____ Finalize 2 nd -Year Project Plan
_____ PSYC 537: Social Psychology (4 cr)	
_____ PSYC 577: Human Neuropsychology (4 cr), <i>or</i>	_____ First community practicum
_____ PSYC 575 & 576: Basic Neuroscience I & II (2 cr/ea)	assignment
_____ PSYC 593: Psychotherapy Practicum (2 cr)	
_____ PSYC 598: Community Practicum (1 cr)	_____ Begin practicum work in clinic
_____ PSYC 596: Independent Research (var. cr)	
<i>Spring</i>	
<u>Course</u>	<u>Progress Markers</u>
_____ PSYC 616: Cognitive & Affective Bases of Behavior (4 cr)	_____ 2 nd -Year Project Presented (MS thesis document submitted)
_____ PSYC 617: Consultation and Supervision (2 cr)	
_____ PSYC 614: Multicultural Psychology	
_____ PSYC 593: Psychotherapy Practicum (2 cr)	
_____ PSYC 598: Community Practicum (1 cr)	
_____ PSYC 599: Thesis Research ¹ (var. cr)	
<i>Summer</i>	
<u>Progress Marker</u>	
Preparation for Comprehensive Examinations:	_____ Administered in August

¹ In the semester in which you actually defend your thesis you should be registered for PSYC 599.

<u>Third Year</u>		
Fall		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 613: Seminar – Current Problems in Clinical Psychology (2 cr)		_____ Expand research activities
_____ PSYC 615: Human Development		
_____ PSYC 593: Psychotherapy Practicum (2 cr)		
_____ PSYC 598: Community Practicum (1 cr)		
_____ PSYC 596: Independent Research (var. cr)		
Spring		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 555: History & Systems (4 cr)		_____ Form doctoral dissertation committee
_____ PSYC 613: Seminar (2 cr)		_____ Present Ph.D. Proposal to committee
_____ PSYC 593: Psychotherapy Practicum (2 cr)		_____ Present first case at case conference
_____ PSYC 598: Community Practicum (1 cr)		
_____ PSYC 596: Independent Research (var. cr)		
Summer		
<u>Course</u>		<u>Progress Markers</u>

<u>Fourth Year</u>		
Fall		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 593: Psychotherapy Practicum (2 cr)		_____ Apply to Internship
_____ PSYC 598: Community Practicum (1 cr)		
_____ PSYC 698: Pre-Dissertation Research (var. cr)		
Spring		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 593: Psychotherapy Practicum (2 cr)		_____ Analyze dissertation data
_____ PSYC 598: Community Practicum (1 cr)		_____ Present second case or research program at case conference
_____ PSYC 699: Dissertation Research ² (var. cr)		_____ Defend Dissertation
<u>Fifth Year</u>		
Fall		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 696: Clinical Psychology Internship		---
Spring		
<u>Course</u>		<u>Progress Markers</u>
_____ PSYC 696: Clinical Psychology Internship		---

* N.B. -- This course curriculum can be accomplished in 4 years; many students take 5.

² In the semester in which you actually defend your dissertation you must be registered for PSYC 699.

RESEARCH TRAINING

General Organization

Exactly how one learns to become a competent researcher is beyond the scope of this document – even if we had formal answers to this question! The major strategy we use is to involve students in research activities at all times. By working in a research setting with productive faculty, you gain hands-on research experiences of a variety of kinds. We do not view your research activity as focused solely on the accomplishment of a thesis and dissertation. Instead, we view those two endeavors as a part of an ongoing developmental process that starts during your first weeks in the clinical psychology program and continues in the form of ongoing, programmatic research throughout your graduate career.

Meaningful research is always driven by some theoretical or conceptual model. It is therefore important to begin to read and understand the major theoretical writings that guide the empirical work in your particular area of interest. It is important to become well versed in the literature, the major journals and even the research labs in your area of interest. That is to say, outside of formal classroom assignments, reading current contributions in the discipline generally and specifically in your area is part of becoming a clinical scientist.

The Faculty Advisor

At the time of the initial application to the program, applicants will have had the opportunity to indicate the particular faculty member(s) they would desire as research advisor. This is formalized at the time of an admissions offer, and thus, students come into the program knowing with which faculty member they will be working.

A student usually continues to work closely with that advisor for the four or five years in the program. Each faculty advisor maintains an active research program, or lab. Working in the lab teaches research skills, allows more junior students to be supervised by more senior students, and provides exposure to many aspects of professional life. Of special importance is learning about data analysis, writing up research for publication, and attending professional conferences. Students are thought of as "junior colleagues" and the successful mentoring relationship is typically one involving much collaboration.

Changing One's Faculty Advisor

Given the range of experiences you will have during your graduate training program, you may find that your research interests will change. As your interests develop and change, you may come to a point where you wish to consider working with another faculty member as your primary advisor. It is important that your research interests and activities meet your individual interests and career goals. Thus, it is appropriate to at times seek to change faculty advisors. However this is a process that involves several issues and requires consideration of important professional issues and relationships. **For this reason consultation must occur with the Director of Clinical Training concerning requests to change faculty advisors.** This is not designed as an impediment to the process but rather to assure that the student's proposed change is consistent with the overall program goals and is consistent with the student progressing in a timely manner through the program. Thus, it is an issue of balance and timing. Further, given

the collegial nature of the department, students may obtain diverse research experience without the necessity of having to change faculty advisor.

Working with Other Faculty and Professionals.

Students are encouraged to become active in research projects with faculty (including adjuncts and field supervisors) other than their primary research supervisor, however such commitments should always be discussed with your primary advisor first. Many of the non-clinical faculty, for example, are engaged in research that has considerable implications for clinical psychology. In the past, some clinical students have even elected to complete their theses and dissertations under the direction of a non-clinical faculty member, which seems to us admirable proof of the viability of the scientist-practitioner model. When your advisor is a non-clinical faculty member, that individual is invited to any meeting in which your progress is being evaluated. However, you must select an additional clinical faculty advisor to guide you in planning your professional career development.

Becoming Active in Research

General Overview

You should be engaged in some kind of active research within your first year. This can afford an opportunity to learn the methods used in a certain type of research, as well as to begin learning data gathering and analysis skills. You are strongly advised to learn how to use computer-based statistical packages such as SPSS, SAS and/or Matlab in your first year. You should also learn about the procedures for protecting human (and animal) subjects, specifically how to submit a human subjects protocol to the university committee for the protection of human subjects. The physical and psychological protection of subjects, respect for confidentiality, and other issues, are always your responsibility, even if you are not the primary director of a research project.

Different lab groups function in very different ways, but generally your first exposure to a formal research project will be through participation in the ongoing projects of the faculty mentor or more senior students. Lab groups often have meetings where research and other issues are discussed. The lab group also provides a helpful support network – often allowing you to practice defenses of your thesis or dissertation, an upcoming conference presentation, etc.

Research Assistantships

Another mechanism whereby you may become involved in research is if your departmental stipend is in the form of a Research Assistantship (RA), rather than a Teaching Assistantship (TA). RAs are funded by faculty research grants, or are granted to individual faculty who are heavily involved in administration. When serving as an RA you will be working on someone's research project that may not be of direct interest to you. Nevertheless this is an opportunity to learn new research methods or lab techniques and you should be able to gain a great deal if you put some effort and enthusiasm into the activities. (Remember that merely working on a research project does not necessarily entitle you to co-authorship of any publications that may result. Please review the APA ethical criteria for publication credit. You would have to have been involved in some scientifically meaningful aspect of its conceptualization, design, analysis, or presentation. If you feel that you have been putting extra

effort into such a project and are expecting publication credit of some kind it is essential that you discuss this directly with the principal investigator).

Mentoring Undergraduate RAs

Most labs provide some research training opportunities for undergraduates. We are proud of the quality and enthusiasm of the Harpur College psychology and integrative neuroscience majors. It is possible that undergraduate students will be assisting you in your research projects, thereby providing you with experience in directing assistants in research. Remember, however, that students involved in independent study for credit are the academic responsibility of your faculty supervisor and this is taken very seriously by the department. Acting only on your own, you may not recruit undergraduate research assistants directly. It is also your duty, as a representative of the faculty supervisor, to ensure that undergraduates you may be supervising obtain a meaningful experience; it is important not to exploit their involvement by asking them to do tedious or routine tasks without fully involving them in the scientific enterprise. A particularly good way to assist undergraduates is to encourage them to develop individual projects for presentations as a poster at the annual Undergraduate Research Fair which is held in the department towards the end of the Spring semester. Your role as a mentor for undergraduates serves as a sample of future professional behavior. You might be expected to write a letter of recommendation for the student, give advice on graduate school admissions, and explain complex ideas in the field.

Colloquia

The regular colloquium series (usually Friday afternoons at 3:30 p.m.) provides an outstanding opportunity to learn about a wide range of contemporary research. It is expected that clinical students will attend departmental colloquia regularly, regardless of the topic area. It is worth remembering that these are valuable modeling experiences, as one day you too will have to present your research, either as a job candidate, or at a conference.

Thesis and Dissertation Requirements

Many of the requirements and procedures outlined thus far are unique to the Clinical Psychology Training Program. However the rules pertaining to theses and dissertations, including such matters as the exact layout of the title page and general format issues are part of the formal requirements of the Graduate School, and are therefore articulated in an important guidebook entitled *Graduate School Manual*, available at: <http://www2.binghamton.edu/graduate-school/new-and-current-students/graduate-school-manual/> . Be sure that you have reviewed an updated version of this handbook; it summarizes all the essential conditions you must fulfill in order to earn the MS and PhD degrees.

The final copy of your thesis – and other drafts you present to committee members – must follow guidelines laid out in the latest edition of the APA Publication Manual. You should have your own copy of the manual as it will prove invaluable; it also has useful suggestions about writing style in addition to many editorial conventions to be followed.

The most important Graduate School requirements, in addition to specifying students' rights and responsibilities, relate to completion of required forms (used to monitor your progress)

and adherence to certain deadlines. Although you may receive reminders from the Administrative Assistant or the Clinical Program Secretary, it is your responsibility to ensure that the appropriate forms are signed and filed at the proper time, and Graduate School deadlines are adhered to rigorously. All Graduate School forms are submitted via the Director of Graduate Studies, however if you are close to a deadline and this individual is unavailable, the Director of Clinical Training or the Chairperson can sign off on most forms.

The following comments provide additional information regarding the M.S. and PhD. Degrees. Please note that the M.S. is the culmination of the 2nd-Year Project, described below.

Clinical Psychology 2nd-Year Project Guidelines

The 2nd-Year Project has replaced the former requirements for the MS thesis for the clinical psychology graduate program at Binghamton University, wherein students are expected to complete their MS work by the end of their second year in graduate school. A 2nd-Year project consists of three major components:

1. The project itself is to be designed in close collaboration with a primary advisor and two secondary advisors, who frequently function in a more consultative role. A written project proposal is submitted to the advisor, who reviews and approves it.
2. A completed write-up should have the form and focus of an empirical research paper similar in nature to a manuscript that will be submitted to a quality journal (e.g., *Journal of Abnormal Psychology*, *Journal of Consulting & Clinical Psychology*, *Psychological Science*, etc). The journal-style and journal-quality write-up replaces the previous structure of the MS-thesis, but is still considered a “thesis” document by the department and the graduate school. This **write-up is due by 5 p.m. on April 15th** of your second year.
3. The capstone experience is a mandatory 10 or 15-minute presentation to the entire department (faculty and students) followed by 5-10 minutes of questions on either the last Monday or the last Wednesday of April of the second year.

Finally, students will be enrolled in a course (course number linked to their advisor) for the 2nd-Year Project for which they would be assigned a letter grade based on the quality of their research project, oral presentation, and final write-up. The advisor assigns the grade with non-binding input from the secondary faculty members (Satisfactory/Unsatisfactory up until the final semester of the project at which point a letter grade is assigned). Failure to complete either the write-up or the oral presentation is deemed failure to complete the 2nd-Year Project.

Those students who failed to complete the 2nd-Year Project, and therefore would fail the 2nd-Year Project course, would be designated as being on academic probation, in terms of progress through the program, with termination and remediation conditions to be determined by the clinical faculty.

Students are expected to turn in all requisite thesis documents to the department and the graduate school in order to receive their MS degree at the spring commencement of their 2nd year. Students may not sit for the clinical psychology comprehensive exams until they have successfully completed the 2nd-Year Project and turned in this paperwork; for example, a student who failed to turn in their documentation allowing her or him to receive the MS in the spring

(May) commencement would not be able to sit for the comprehensive exams that summer and would have to wait until the following summer (winter administrations are only for retaking failed sections).

Appropriate topics for a 2nd-Year Project include (a) a replication study, (b) instrument development or refinement, or (c) an original project that is modest in scope. Also acceptable would be (a) original analyses using a pre-existing high quality dataset or (b) a meta-analysis that would be suitable for submission to a quality journal (e.g., *Psychological Bulletin*). The intent of the 2nd-Year Project is to ensure that students “get their feet wet” in research, while maintaining rigorous scientific standards in their work as well as timely progress.

The 2nd-Year Project model of the thesis does not require the following:

1. Formal proposal meeting
2. Lengthy dissertation-style thesis format
3. Oral defense meeting.

Exemptions

Some students come into the program with Master's degrees. If your Master's is in Psychology, then you will not be required to complete the formal requirements for the MA. However you will have to petition the clinical faculty to accept your thesis as sufficient in scope and quality. Upon receipt of this petition the Director of Clinical Training forms an ad-hoc three-person evaluation committee to review your thesis. The major criterion is that your thesis be an empirical study, preferably experimental. If it is decided that your thesis does not meet the program's expectations you will be asked to complete a formal study that would be a thesis-equivalent research project. The committee presents its recommendations to the department's Director of Graduate Studies.

Ph.D. dissertation. It is the responsibility of your 2nd Year Project committee chair to forward to the Director of Clinical Training your committee's recommendation regarding admission to the doctoral program. The clinical psychology faculty review and vote on the recommendation and submit it to the Director of Graduate Studies for final approval. You are not formally admitted to candidacy for the doctoral degree, however, until you have submitted your M.S. thesis document, passed your prelim exams and completed all of your required courses. At that point, you will be considered both ABD and formally admitted to candidacy. (Also see “Program Overview – Doctoral Candidacy”, above).

Your initial dissertation committee consists of three faculty members; the fourth member, the outside member, is appointed by the office of the Graduate School Dean at a later point in time. The Graduate Dean accepts recommendations for suitable outside members. Most often an outside member is a Binghamton University faculty member in a discipline other than psychology, but this individual may also be a psychologist from another university. In consultation with your advisor and/or the Director of Clinical Training, you may approach a suitable individual to see if they would be willing (if invited by the Graduate Dean) to serve as an outside member, a few months before the final oral exam (defense). If this person agrees, you must then ask your advisor to submit his or her name to the Graduate Dean as the recommended outside member. Only the office of the Graduate Dean can invite someone to serve as the

outside member (representative of the Graduate School), and the Graduate Dean will act on your nomination and tender the invitation. If the proposed outside member is not from another department in the university, it is necessary to provide the Dean with the person's c.v. and a brief description of the person's qualifications, as well as contact address.

Most of the previous general remarks about theses apply equally to dissertations. Note that you must submit a copy to your committee at least two weeks before the actual defense. As the doctoral defense is a public exam, its date and time is posted for all interested faculty and students. It is very important, therefore, to pay close attention to Graduate School deadlines regarding submission of forms. Do not try to obtain extensions of these deadlines or leave insufficient time for the committee to read your dissertation. One of the most common problems arises when students are very close to a graduation deadline and expect committees or advisors to be able to read and provide feedback on a draft in a short amount of time. [It is the responsibility of the student to read and to follow the exact requirements of the graduate school regarding the timing and substance of all dissertation matters. Students are sometimes negligent about, e.g., criteria for appointing the outside examiner or the completion of necessary forms, among other details, only to find that they have missed deadlines for their desired graduation dates. These many requirements and the instructions for their completion can be found at: <http://www2.binghamton.edu/grad-school/new-and-current-students/academics/index.html>

Ph.D. timelines. Of all the many hurdles in graduate school, successful completion of the dissertation is undoubtedly the largest. The dissertation, defined as an original contribution to knowledge, is the core of the doctorate as a research degree and represents the culmination of your training and graduate school experiences. Yet for many students the dissertation becomes something nightmarish, to be put off, overcome, or rushed.

For clinical students, who have to complete a full-time internship away from this campus, the dissertation write-up is difficult to coordinate. We have, therefore, adopted a strict policy that **your dissertation proposal must be approved before you may apply for internship, and that you must submit a written plan for completion of the study so that it seems realistic that you will be able to gather all your data before leaving for internship.** The following suggestions might help ensure that you do not remain too long at the status of ABD (completed All requirements Bt the Dissertation):

- (1) You must have an approved proposal before submitting internship applications.
- (2) Plan on the fourth year being the one you use to complete the bulk of your dissertation requirements. If a fifth year in residence is necessary, funding is often possible, though not guaranteed.
- (3) Start thinking of your dissertation topic as early as possible – while conducting your 2nd-Year Project, or during prelim study.
- (4) Meaningful research with human subjects or clients cannot be forced into a limited time-frame. We encourage manageable projects, but not at the expense of doing quality research. Discuss the resources you will need for an ambitious project well in advance of trying to conduct the study.
- (5) Having your data gathered before leaving for internship is essential, but analyzing these data and writing the final product are very demanding while trying to work full-time in an

internship. You will benefit from completing your dissertation before departing for the internship.

If you are trying to write your dissertation at a distance, you should realize that it is very common for committees to require at least some revisions to the actual thesis or dissertation, and sometimes major changes. The best way to avoid such problems is to submit a manuscript that is as complete and as polished as possible. Stay in close touch with your advisor and always submit drafts of your work for his or her approval. It is also helpful to keep your committee informed of your progress, by memo, E-mail, or occasional telephone call; report changes in procedures or data analysis that might be different from those originally proposed.

Please remember that you cannot expect defenses or other committee meetings to routinely be scheduled during the summer, as faculty are on 9-month contracts and are not paid by the university over the summer months. In addition, many faculty incur research, travel and other professional and personal commitments over the summer that often make them unavailable during that time. In exceptional circumstances some committees may be willing to meet. If you feel your personal exigencies justify such an exception, your committee chair (advisor) will approach the other committee members to see if they are willing – you should not make such a request yourself on an individual basis, nor expect that they will necessarily accede to your plan.

Funding Your Research

The research you will be doing for thesis, dissertation, or additional projects will generally be funded through the resources available to your faculty supervisor. These lab resources come from (1) a basic allocation for phone and operating expenses that each faculty member receives, (2) setup funds provided to new faculty by the Dean, (3) discretionary funds awarded to your faculty supervisor by the Resource Committee from the Department's operating budget, and (4) faculty research grants.

Remember that research grant funds are awarded for particular projects, so that unless you are working directly on that grant, these funds will not be available to you. Note also that the discretionary funds awarded are very small amounts – typically in the neighborhood of \$300. Thus it is necessary for you to have some sense of how your project will be funded before you embark upon it.

In recent years more and more students have been submitting proposals to Federal agencies, and a number have been funded (e.g., via National Research Service Award). This is excellent experience in grant writing, regardless of whether you are awarded the funds. Other agencies or organizations (e.g., American Psychological Association, Society for a Science of Clinical Psychology, Mind-Body Institute) offer specific competitive funds for projects that need be only briefly [5-10 pages] described. Please note that the majority of such grants require application from 6-12 months before the project is to begin; some submissions must also be re-written and re-submitted.

Each year a student in the department may receive a Dissertation Year or Semester Fellowship. This provides a student with a stipend to carry out the dissertation research on campus, without having to spend two days a week in a practicum agency. Interested students should speak with their advisor because each area of the department typically nominates 1-3 individuals. Those students are usually considered on the basis of their academic progress and typically show good potential for a research career.

Some funds to support travel for conferences, typically in order to present a poster or paper, can be supplied from the Psychological Clinic of the Psychology Department or from the campus Graduate Student Organization. At the present time, requests for Clinic travel funds should be addressed to the Clinic Director and must indicate the purpose of the travel (conferences, title of paper or presentation, etc.), and the estimated cost,.

Human Subjects Protocols

The protection of human subjects is an important ethical responsibility in research. The university has a Human Subjects Research Review Committee (HSRRC), and all research projects, whether formal or informal, must be reviewed and approved by this committee. The necessary forms may be obtained through the B.U Research Compliance website: <http://research.binghamton.edu/compliance/humansubjects/about.php>. Be advised that, in order to conduct any research with human subjects, an investigator (students and faculty) must first successfully complete the on-line training and examination provided by the university HSRRC at its website.

COMPREHENSIVE EXAMS

The comprehensive exam is a requirement of the Graduate School of Binghamton University.

The Portfolio Approach

The emphasis is on examining the broad range of student performance and permitting diversity of student career goals and backgrounds. A committee of three clinical core faculty is required, and is formed before the end of the 1st year so as to provide proactive guidance and assistance should the student display difficulties in the 1st year. Thus the committee is a compliment to the efforts of the faculty mentor. This portfolio sample will allow assessment of competency appropriate to a student completing their 2nd year in:

1. Critical thinking and analysis
2. Core curricula areas
3. Case conceptualization
4. Clinical skills
5. Research skills

6. Integration of literature towards dissertation development

Depending on the student's career aspirations, it would also be appropriate to provide evaluation of activities such as teaching and community/professional service in order to help guide the student toward important career goals they have chosen. The portfolio approach affords sensitivity to assessing student strengths and weaknesses for students of diverse backgrounds and career goals in a proactive manner. The student preparation time for this form of comprehensive exam maps onto existing program demands.

The portfolio should be maintained as two physical binders with appropriate dividers. The student holds one copy and the faculty mentor holds the other. Both copies must be maintained on a continuing basis by the student to allow for the multiple stages of review by faculty. It is strongly recommended that students maintain a complete PDF version as well, including scanned documents that contain signatures and dates. The portfolio must include the following categories:

1. Student statement of career aspirations (dated). This statement may evolve over time and it is strongly recommended that the student review the statement with the faculty mentor at the beginning of each semester.
2. Course transcripts with course syllabi, including course required papers that were graded by the instructor. These should be the instructor's 'marked up' copy, not a 'clean' reprint of the paper submitted. Parenthetically, some states require copies of syllabi for the licensing process.
3. List of departmental assistantship assignments, core duties, and evaluations.
4. Copy of clinical case conference presentation(s) and faculty evaluations.
5. Psychotherapy practicum case types, duration, and supervisor evaluations.
6. Community practicum sites, duration, and evaluations.
7. Clinical activities in addition to Psychotherapy and Community practicum.
8. For students wishing to pursue a career involving substantial clinical activities, the student is strongly encourage to include a formal statement of clinical philosophy, approach, and strategy for on-going clinical development.
9. Copies of manuscripts in preparation, submitted, or published. (Note: for all published papers and conference presentations, the percent responsibility/effort with respect to design, conduct, analysis, interpretation, and write up must be specified to determine student contribution. A form is provided for this purpose). For students wishing to pursue a career involving substantial research, the student is strongly encourage to include a formal statement of research philosophy and programmatic strategy.

10. Documented presentations at conferences. Include copies of abstracts of conference presentation or poster. (Note: for all examples the percent responsibility/effort with respect to the presentation must be specified to determine student contribution. A form is provided for this purpose).
11. Copies of grant/funding applications in preparation, submitted, or funded. (Note: for all examples the percent responsibility/effort with respect to the submission must be specified to determine student contribution. A form is provided for this purpose).
12. Documented teaching activities (excluding conference presentations). For students wishing to pursue a career involving substantial teaching, the student is strongly encourage to include a formal statement of teaching philosophy, approach, and strategy for on-going development. Further, students are strongly encouraged to include teaching evaluations.
13. Documented participation in professional activities separate from #10.
14. Any supplemental material the student wishes to include.
15. Copy of 2nd year project manuscript with documentation of successful submission to the graduate school.
16. Current vita.
17. A review paper in the student's specific area of research interest. (Note: the review paper is the independent work of the student, and may not be part of a larger or group writing project. Both content and writing ability are being evaluated, so assistance by faculty mentor, other faculty, or non-faculty, is not permitted for any part of the writing/editing/proofing process).
18. A letter from faculty mentor stating positive or negative recommendation for advancing to candidacy by the student's committee.

The portfolio is evaluated by the committee on an on-going basis and formally at the end of the first year, end of fall semester 2nd year, at the end of the spring semester 2nd year, beginning of fall semester of 3rd year, and finally, by October 1st of 3rd year. As per the timetable below, the final component is the review paper. The review paper and entire portfolio are reviewed and a recommendation is made to the clinical faculty for advancement to candidacy by December 1 of the student's 3rd year. The clinical faculty then votes on the recommendation.

Timeline

- Before March 1 of 1st year - Student, in concert with faculty mentor, forms comprehensive examination committee.
- By May 1 of 1st year – Student presents initial portfolio to faculty mentor for review including student statement of career aspirations, and student plans for demonstration of competence in the portfolio categories.
- By end of Fall semester 2nd year student revises statement of career aspirations to reflect possible changes and updates portfolio accomplishments. Student submits a proposal for the review paper to their committee for approval.
- By end of semester Spring of 2nd year, submission of 2nd year project to Graduate School is completed. By September 1st of 3rd year, student submits review paper to comprehensive examination committee.
- By October 1st comprehensive examination committee performs final review of portfolio including the review paper and makes recommendation to full faculty.
- By end of fall semester of 3rd year, clinical faculty votes on the recommendation.

Binghamton University Clinical Psychology Program
Comps Portfolio Professional Writing Component Evaluation Form

Title of product:

Authors:

Product type: Published manuscript (provide full reference below)
 Accepted for publication (provide full reference below)
 Submitted for publication to: _____
 Government/Agency publication
 Other – explain:

Scholarship type: original research directed research group research project

Research Type: existing data set new data collection literature review

Faculty attestation

The following represents the student's contributions to components of this product.

(indicate % contribution)

___ Conceptualization
___ Literature review
___ Design
___ Implementation
___ Analysis
___ Interpretation
___ Write-up

Faculty signature: _____

Date: _____

Please provide full citation here:

Binghamton University Clinical Psychology Program
Comps Portfolio Grant/Funding Component Evaluation Form

Title of grant:

Authors:

Funding source:

Product type: Funded grant (provide full reference below)

Submitted for review to: _____

In preparation

Scholarship type: PI Co-PI Co-Investigator Grant staff

Faculty attestation

The following represents the student's contributions to components of this grant.

(indicate % contribution)

___ Conceptualization

___ Literature review

___ Design

___ Proposed Analyses

___ Implications

___ Write-up

Faculty signature: _____

Date: _____

Please provide full reference here:

Binghamton University Clinical Psychology Program

Comps Portfolio Professional Conference Component Evaluation Form

Title of presentation:

Authors:

Product type:

- Conference oral presentation (provide full reference below)
- Submitted conference oral presentation to: _____
- Conference poster presentation (provide full reference below)
- Submitted conference poster presentation to: _____
- Other – explain:

Scholarship type: original research directed research group research project

Research Type: existing data set new data collection literature review

Faculty attestation

The following represents the student’s contributions to components of this product.

(indicate % contribution)

- ___ Conceptualization
- ___ Literature review
- ___ Design
- ___ Implementation
- ___ Analysis
- ___ Interpretation
- ___ Write-up

Faculty signature: _____

Date: _____

Please provide full citation here:

EVALUATIONS, RECORDS, AND PROFESSIONAL CONDUCT

Files

Your personal file is maintained in the departmental offices. It is available to you anytime, but in order to protect the confidentiality of all the files, you cannot access it directly. Please ask the Clinical Secretary to get your file for you. S/he will also file material for you in your folder. Please keep your file up-to-date by putting in copies of formal correspondence with the program, the department and faculty members that bear on your program standing or progress. Materials that will automatically be placed in your file by the department or program will include evaluations prepared annually by the clinical psychology area, progress reports that you complete each year, evaluations of your performance on community practica and teaching assistantships, announcements of awards or honors, notification of the results of your comprehensive exams, etc. This is excellent practice for you, but also helps us see how you are progressing in areas we may not otherwise know about.

Evaluations

Prior to the end of each semester, any faculty member supervising a graduate student in teaching, research, or some other departmental capacity, is asked to fill out an evaluation form. The evaluation is then read by the student, discussed with the evaluator if necessary, student agreement or disagreement is added, and the form is forwarded to the Director of Graduate Studies.

The Clinical Psychology program will provide an evaluation at least annually to every student. BU faculty discovered some years ago that these evaluations would be more complete and thorough if students were first solicited to provide a variety of pertinent information about the past year's activities. The specific information requested, such as citations of presentations and publications, description of practicum work, etc., could be potentially useful not only for your annual evaluation, but also for describing student and program productivity to outside auditors, accreditation agencies, or even for department or campus review. Finally, in order to make these less of a burden, you are urged to do what many faculty do for their own parallel reporting to the university administration each year. That is, keep accessible a template of the annual progress report categories and, as you go through the year, periodically update it with specific citations, notes of accomplishments, new endeavors, etc. This simple step will increase the accuracy and completeness of your report and save you frantic efforts when you are busy with other tasks at the end of the semester.

Therefore, near the end of the spring semester, you will be asked to complete a self evaluation, which will then be turned over to your advisor. Your advisor uses this material to supplement his or her own evaluation of you, which is then reviewed by the full clinical faculty. (A copy of this annual progress report form is available on the Blackboard site for "Clinical Psychology at Binghamton University") Other data introduced are community and psychotherapy practicum supervisors' evaluations, and comments from non-clinical faculty who have taught your coursework. Your advisor is always present at these evaluation meetings. The clinical faculty provide personal input, and decisions are made at that juncture as to whether and

how weaknesses or deficiencies identified are to be remedied. Once this is decided, feedback containing these suggestions, as well as encouragement for positive accomplishments, is presented to you in a form of a letter from the Director of Clinical Training. After reading the evaluation letter you are encouraged to talk to both your advisor and the Director of Clinical training regarding its contents.

In the event of serious difficulties, the clinical faculty evaluation meetings are used to design prescriptive strategies. Many options are available and have been used. A remedial model predominates and every effort is made to find a satisfactory solution to a problem. Students may be required to retake a course or enroll in a more basic preparatory course (such as audit an undergraduate course if their previous preparation is weak); they may be offered individual tutoring by a faculty member; transfer to another advisor with a different teaching style is occasionally recommended; sometimes specific deadlines and criteria are set up for a student to meet

If problems seem to be related to personal/family difficulties, students are urged to consider further interaction with a supervisor, advisor, or the DCT. Where a student's interpersonal style seems to be interfering with his/her effectiveness as a therapist, a frequent strategy has been to select carefully a particular supervisor or sequence of supervisors. Some supervisors are more likely to attend to the social and interpersonal skill components of therapy than others, and so different supervisors make different contributions to the wide range of interpersonal skills and characteristics required by novice therapists. Occasionally we recommend that the student seek personal psychotherapy. The Clinic Director maintains a list of psychologists in the community willing to see students at limited cost.

Termination Criteria and Grievance Procedures

Occasionally the various remedial and corrective procedures described above will be insufficient to resolve academic or clinical deficiencies and a student will be terminated from the program. This, of course, is not a common event, but it is necessary to spell out the process for you as clearly as possible.

It is rare for a student to be terminated against his or her will. Typically, anyone who does not seem to fit our criteria and expectations, and who has received repeated feedback regarding problem areas, will be well aware that they are really better suited to some other program, field of study, or profession. Thus, students are sometimes “counseled out” of the clinical program: through discussion with faculty advisors, the Director of Clinical Training, or clinical supervisors, the student is helped to examine his or her options and to make constructive and appropriate decisions regarding (a) closure on current academic experiences (e.g., how to complete a terminal MA degree), and (b) future professional opportunities.

The grounds for moving towards a recommendation to terminate a student are:

- (i) Failure to obtain a B grade average or better on the required core courses of the first two years.

- (ii) Repeatedly poor performance in course work (as reflected by failing courses despite opportunities to retake them), failure of the prelim exams on the second attempt, or inability to propose, conduct, write, or defend a research study for a thesis or dissertation.
- (iii) Evidence of persistent clinical skill deficiencies, as reported by community and psychotherapy practicum supervisors.
- (iv) Indications of serious personal, emotional, or social problems such that the student's effectiveness as a professional helper is compromised.
- (v) Indications of unethical behavior in the clinical context, including inappropriate judgment regarding clients, lack of professional responsibility (e.g., failure to maintain client's confidentiality), inability to benefit from or accept supervision.
- (vi) Any evidence of scientific misconduct, especially plagiarism, misrepresenting data, abusing research funds, failing to protect human subjects, and so on.
- (vii) Inability to relate effectively and collegially to peers, faculty, or those one is supervising, and other professionals. This includes any evidence of sexist or racist attitudes, cultural insensitivity, sexual harassment, or lack of respect for other students whose personal or religious beliefs or lifestyle might be different from your own.
- (viii) Finally, the faculty may recommend termination of a student who is not making adequate progress towards completion of degree requirements.

If the clinical psychology faculty recommends termination of a student on the grounds of academic performance or clinical skill deficiencies, that recommendation is forwarded to the Director of Graduate Studies who brings it to the Graduate Committee and from there to the full faculty (including the graduate student representative). The student has the right to represent his or her position, either verbally or in writing, at any of these meetings. Should the faculty vote to terminate a student on academic grounds, the student may appeal the decision to the Vice Provost for Graduate Studies or Research.

Evidence of specific infractions relating to these criteria (i.e., allegations of academic or professional misconduct) will first be discussed with the student, the student's advisor, and the Director of Clinical Training. If further pursuit of the matter seems warranted, the problem will be discussed by the entire clinical faculty. Should the clinical faculty judge that a violation of ethical and professional standards has occurred, the student will be invited to present his or her position to the clinical faculty. Should the problem still not be resolved to everyone's satisfaction, the student will be notified in writing, with the specific complaints or concerns specified as precisely as possible. A formal hearing will then be held, in which the student may present evidence, witnesses, or any other requirement of due process.

After a formal hearing, a number of actions are possible. The clinical faculty might recommend a verbal reprimand, a written reprimand that will be placed in the student file (the

student must read and may reply to this letter), a detailed plan for remediation, or a recommendation for termination.

Grievance procedures. The above procedures are those that are to be followed if the student's performance does not appear to meet certain expected standards of scholarly and clinical performance. There are other occasions, however, in which the student may have a complaint regarding the behavior of a faculty member or field supervisor, or another student might lodge a complaint. The student might also have a complaint regarding the conduct of the various procedures outlined in the previous paragraph, or about funding decisions.

In any of these cases, when students have a grievance, they must follow the procedures explained in detail in the flyer entitled, "Psychology Department Graduate Student Grievance Procedure" which can be found on the Clinical Psychology Program's Blackboard site. The procedure itself involves two stages:

I. Informal

A. The grievant should attempt to find satisfaction first by discussing the matter with the faculty member or student involved.

B. If an agreeable resolution is not reached in this manner, then the grievant may seek mediation through the department chair or designee (e.g., Director of Clinical Training or Director of Graduate Studies).

II. Formal

A. If the informal procedures do not resolve the grievance, the grievant may file a formal complaint, submitted to the Department Chair. The Chairperson will then convene a committee consisting typically of three faculty and two graduate students, and a hearing will ensue. This committee will receive written documentation of the alleged violation; the subject of the grievance will be given the opportunity to respond to the alleged violation in writing and in person.

B. The conduct of the hearing is outlined in the department document referred to above. After careful investigation, the ad-hoc grievance committee will make a recommendation regarding disposition of the case and recommend penalties, and forward these to the Department Chair. The Chair will then make his/her decision and notify all parties.

C. If the student wishes to appeal either the disposition or the penalties, he or she may submit a written appeal to the Grievance Appeal Committee of the Graduate School. Procedures for this step are provided in the Manual of the Graduate School at: <http://www2.binghamton.edu/grad-school/new-and-current-students/graduate-school-manual/#grievance-procedures>

With either the informal or formal grievance procedure, we recognize that there may be situations in which following normal protocols about the chain of command for grievances

is contraindicated, such as if there is a conflict of interest or dual relationship (e.g., marriage) between the designated faculty mediator (e.g., DCT, DoGS, etc.) and the subject of the grievance. In these cases, the student should feel free to address their grievance to another faculty member in the department or with whoever is next in the chain of command (e.g., going straight to the Department Chair).

Mutual Respect

The best way to avoid formal grievances is to deal with problems or issues before they become too serious. Your first responsibility is to discuss your concerns with the individual with whom the problem or concern exists. This type of open and collegial discussion often resolves the problem. However, if after this you feel that you have been dealt with unfairly, or that there are circumstances that prevent you from having a discussion with the individual, bring your concerns to your academic advisor or the Director of Clinical Training. If you know of or hear of another student who feels mistreated, encourage that student to air his or her concerns. Remember that a grievance can only be formally brought by the aggrieved individual.

Gossip, rumor, and personal discussion of other students, faculty, and professional contacts are never helpful and this is to be avoided as assiduously as possible.

Remember that the APA ethical code regarding professional relationships applies equally stringently to relationships among students and between students and faculty. Discrimination on the grounds of race, religion, gender, or sexual orientation will not be tolerated in the Clinical Program. Guidelines towards the recognition and prevention of racism and sexism are available through our Affirmative Action Office on campus. Similarly, sexual harassment represents a serious violation of our own standards of conduct and university rules. It is critical that clinical students be sensitive to these issues and understand how to respond to their own concerns and the concerns of others. It behooves all students to familiarize themselves with the section of the Binghamton University Graduate School Manual entitled: *Guidelines On Graduate Student Rights And Responsibilities* (<http://www2.binghamton.edu/grad-school/new-and-current-students/graduate-school-manual/manual-rights-responsibilities.html#287>)

Electronic Media

The Council of University Directors of Clinical Psychology has discussed the implications of trainee information on websites, email signatures, and answering machine messages. As technology changes, professional training includes becoming aware of the implications such information might have. Consider the following points:

- Internship programs report conducting web searches on applicants' names before inviting applicants for interviews and before deciding to rank applicants in the match.
- Clients are conducting web-based searches on trainees' names and finding information about therapists (and declining to come to clinics based on what they find).
- Employers are conducting on-line searches of potential employees prior to interviews and job offers.

- Legal authorities are looking at websites for evidence of illegal activities. Some prima facie evidence may be gained from websites such as photographs, but text may also alert authorities to investigate further.
- Postings to listservs might reflect poorly on oneself and the program.
- Although signature lines are ways of indicating your uniqueness and philosophy, one is not in control of where the emails will ever end up and might affect how others view you as a professional. Quotations on personal philosophy, religious beliefs, and political attitudes might cause unanticipated adverse reactions from other people.
- Greetings on answering machines and voicemail messages that might be entertaining to your peers, express your individuality, and indicate your sense of humor may not portray you in a positive professional manner. If you ever use your cell phone or home telephone for professional purposes (research, teaching, or clinical activities), be sure your greeting is appropriate and professional in demeanor and content.
- Emails that are believed to be confidential can be found and potentially published (on listservs, in newspapers, etc.).
- Information that seems to be fun, informative, and candid might put the program and the student in a bad light. What might be seen as “private” self-disclosure indicating your perceptions of yourself, among friends is actually very public. This includes blogs, personal pages on social networking sites like Facebook and MySpace, etc. Anything on the World Wide Web is potentially available to all who seek it. Be mindful of your postings that are not only self-disclosing, but also other-disclosing. In other words, think twice before posting pictures of, or information pertaining to, your friends (who may or may not also be graduate students) without their permission.

Trainees are reminded that if you identify yourself as a graduate student in the program, then we have some interest in how you portray yourself. If you use the internet to report doing something unethical or illegal, then the website may be used by the program to determine probation or even retention. As a preventive measure, the program advises that students (and faculty) approach online blogs and websites that include personal information carefully. Is there anything posted that one would not want the program, faculty, employers, family, or clients to read or view? Students are advised to engage in “safe” web practices and be concerned about professional demeanor and presentations.

(Adapted from the University of Kansas Clinical Child Psychology Program and University of Nebraska Psychology Program)

POTPOURRI OF OTHER PROFESSIONAL PROGRAMMATIC ISSUES

Program Evaluation

We seek to foster the training philosophy, student characteristics, and diversity described to this point by virtue of our relationship with students and our respect for their growth as professional equals. By observation and experience we evaluate how well students are internalizing the program’s values in a variety of ways. We look for total commitment to the welfare of clients/patients as a primary responsibility. We expect professional standards of behavior and respect for peers, supervisors, and other professionals. We prize intellectual honesty and high personal standards of scholarship, evaluating the quality of students’ classroom

performance, exams, and independent research projects. A student's concern for excellence is reflected in enjoyment in publishing research, discussing ideas about clinical research or service in forums of critical give and take, and presenting at professional conferences. In particular, we seek evidence that these scholarly and professional standards come from within the individual rather than from externally imposed criteria and demands.

These are certainly lofty ideals. Only you will really be able to judge whether the program has been successful in creating such an atmosphere. You might think about these objectives regarding students' values as you go through the program. In what ways do we fall short and how can we enhance your personal experiences? These questions form the basis for your input to the ongoing, formative evaluation of the program. (Various means to convey your input are described below).

In other words, the evaluation described in the previous section is a two-way street. The faculty expect and respect feedback and input from students. Constructive criticisms or concerns regarding any element of the program are welcomed, since only by the open exchange of such evaluation can we really make the program the best it can be. Formal evaluations of courses, faculty and supervisors are regularly requested by the Department Chair, the Clinic Director, or the Psychology Graduate Student Organization (PGSO) (for instance, when faculty are being reviewed for tenure or promotion) and should be taken seriously and responsibly. In addition, the university administration gives significant weight to student evaluations in faculty personnel decisions, and insists on graduate student input. Students' confidentiality is always protected in these matters, typically by providing anonymity so that feedback may be conveyed to faculty without jeopardy to the student. Since you may one day be in the same position, feel free to discuss with faculty the nature of this process and their feelings regarding ongoing professional evaluation.

In order to ensure continued student input to the program, there are a number of mechanisms for encouraging involvement:

Student Satisfaction Survey

Near or following the conclusion of each academic year, a committee of student volunteers administers a questionnaire to all their fellow graduate students seeking their anonymous responses to approximately 30 questions about various aspects of their graduate training. While the replies to these questions are typically offered as Likert-scaled items, there are also several open-ended questions for general comments and suggestions. The questions are distributed via Survey Monkey, so that they can be conveniently completed on-line, further preserving the anonymity of the respondents. All students are strongly encouraged to complete this survey, and students have typically done so at a rate close to 100%! Survey Monkey compiles the response percentages to many of the questions, and the committee organizes the replies to the open ended questions. The final results and summary of this annual survey are then presented to the entire clinical psychology faculty. During the summer, the faculty consider the various suggestions, critiques, comments and begin to develop follow-through wherever possible. At the beginning of the fall semester, this follow through, as well as a general discussion of the survey is held by the clinical faculty and graduate students, "town meeting"

style. A copy of the actual survey questions is available on the “Clinical Psychology at Binghamton University” Blackboard site.

Student class representatives. Every year the students select a representative from each cohort to represent them at clinical faculty meetings. These representatives serve as a means for ongoing faculty-student communication regarding the full range of issues confronting the program.

Town meetings. These are held about once each year to give everyone a chance to talk about the program and obtain information from the DCT and other faculty. Any individual or group of students who feels that a town meeting would be helpful or necessary, should simply approach the Director of Clinical Training and request that a meeting be scheduled.

Program Involvement and Expectations

Different students have different needs and interests in determining how much active participation in the program they enjoy. However, as this is a full-time and intensive program it is expected that as a general guideline, you will feel a commitment to be actively engaged in all aspects of the program, not simply the formal requirements. This includes being willing to volunteer to assist with special events for undergraduates (such as Careers Day), student activities such as PGSO, staffing the Clinic front desk in emergencies, etc.

Of particular importance is participation in academic events that are arranged for the benefit of students. **When colloquia, visiting speakers, or special workshops are arranged, it is critical that students realize their responsibility to attend such events.** If there are conflicts with courses, practica, or other professional responsibilities, discuss these with your advisor or the DCT, since alternative arrangements can often be made.

Although we cannot – nor desire to – legislate how you spend your free time, our expectations are that you will have a major commitment to the program and your education. This means that you should plan on being in residence during summer months, and we can count on your participation in training activities even during weekends, holidays, and evenings. Students who regularly leave the campus on weekends or take “long” weekends, often miss opportunities to engage in special activities with faculty or consultants, and seriously compromise their training

Outside employment.

Again, it is your personal responsibility if you seek outside employment to supplement your income; however, if you are doing so because of financial need, please discuss this with the DCT, since outside commitments can be very distracting and alternative, professional sources of funds may be available. **It is our policy that students may not accept paid or unpaid employment involving the provision of psychological services or as a professional psychologist in any capacity without prior consent of the clinical faculty.** There are sometimes opportunities for clinical students to be paid for testing and other professional services by outside practitioners and agencies. We do not discourage such activities for students whose progress is within the program guidelines, and these opportunities sometimes provide

useful additional clinical experience or much-needed funds. However we do require that you obtain approval of any such activity, prior to accepting any offer. Consult both with your advisor and the DCT, since both approvals will need to be obtained. As a SUNY student you are representing the Clinical Psychology Program in any professional activity, even if it is not formally part of the program or the university. Thus, it is imperative to keep your advisor well informed about any such involvements.

Pre-doctoral Internship

The selection of an internship that meets your training needs and rounds out your experiences in this program is obviously a very important decision. To assist you, the program maintains a B.U. Blackboard site (on “Clinical Psychology at Binghamton University”) with a variety of pertinent materials. This material includes, for example, a guidebook on obtaining an internship, published articles about matching outcomes, a time line for application materials, a spreadsheet with the number of hours past students had when they applied, questions you may be asked on interviews, and a Power Point presentation developed by students who recently departed for internship gave two years ago. In addition, the clinical program office maintains hardcopies of completed internship applications that were contributed by former students who successfully matched. APPIC’s website also contains a thorough explication of the process of seeking an internship, MATCH policies, trainee resources and advice. All graduate students would benefit from becoming familiar with this site (<http://www.appic.org/training/index.html>) one or two years before applying for internship. (Students who might be considering selection of a non-APA accredited internship for some reason, must discuss this first with the Director of Clinical Training, since it is our recommendation that students attend only APA accredited internship programs.)

At the end of the Spring semester, following the completion of internship selections for that year, we have an organizational meeting for all students planning on applying for internship during the next year (of course, students at any level may attend). In recent years, this has been organized and run by those graduate students who have just gone through the internship matching process. The newly selected interns review their experiences and discuss strategies for application and interviewing. At several subsequent meetings in the Fall and Winter (e.g., pre-interviews, post interview, and immediately prior to ranking), we review APPIC policies and ongoing concerns.

Once you have completed the process and obtained an internship, we like to maintain contact with students who are away at their internship sites. Please be sure to give the Clinical Secretary both your work and home addresses and phone numbers as soon as you have them. Of course, your university email address will be maintained. Your internship training director will also correspond with the DCT regarding your progress. We expect at the least mid-year and final evaluations; all such evaluations are acknowledged by the DCT and placed in your file (with a copy to your advisor). You must register for the Internship course during the two semesters you will be away. During the summer of your internship, you must also be registered with the university.

APA Accreditation

In July, 1986, after 5 years of provisional accreditation, our program was awarded full accreditation by APA. Then again in 1991 we received a 5 year renewal of full accreditation. In 1996 and 2004, we received a 7 year renewal of full accreditation and another 7-year full accreditation. In 2012, we received 3 years of accreditation. Maintaining our APA accreditation is of great importance. In addition to the obvious advantages to students when seeking internships and professional positions, involvement in the process helps maintain high standards within the program and affords us opportunities for peer review.

Every few years the program is site-visited by three distinguished psychologists, one of whom is a "generalist", not necessarily a clinical psychologist. The site visit is a time of careful self-examination; prior to such a visit, the DCT and clinical faculty will explain the process to you. The site visit report is a fine opportunity to obtain objective feedback. All previous site visit reports are kept on file and available for your perusal.

State Licensing

You will be introduced to general issues concerning the licensing of practicing psychologists in your Introduction to Clinical Psychology course. However it is your responsibility to ensure that your personal curriculum meets the criteria of any state in which you may wish to obtain a license to practice. Because our program is ratified by the New York State Licensing Board, your curriculum is automatically accepted in New York State. However you may wish to think carefully about the post degree experience you need for NYS licensing and make sure that activities you engage in after your dissertation defense meet the state guidelines.

MAINTAINING TRADITION

The program in which you have been trained, the friendships formed, and the personal interactions with peers and faculty have a life-long effect on your professional development by building up a network of colleagues. The program has periodically issued an updated list of where everyone is, and has referred current student to program alumni for various forms of guidance, advice, or job connections. Therefore, please be sure always to keep the Clinical Secretary informed of your changes in address, and to inform the Director of Clinical Training of new positions, honors, or accomplishments.

Beyond the goal of maintaining tradition, such information comprises a form of feedback to the clinical program that is a major element in our own self-evaluation. How the faculty view the outcome of its efforts to implement the program's training model will determine the kind of changes we continually make. Ideally, this view should be based on the information the alumni continue to provide: your scholarly and professional activities, your successes and problems, and your attributions about the benefits or obstacles raised as a result of matriculating in this clinical program.

Early History of the Clinical Program (1973-1979)

The Department of Psychology at SUNY-Binghamton opened its doors to Ph.D. students in the areas of experimental and physiological psychology in 1967. In 1971, the Department, under the leadership of Dr. Harold Babb, sought to expand its doctoral offerings to the area of clinical psychology. This historic decision involved the input of a number of individuals, both within and outside the Department. An outside influence of considerable help was provided by then Commissioner of Mental Health Services for Broome County, Joseph J. Friedman, M.D. Following a national search for a Director of the proposed clinical program, Dr. Donald J. Levis was hired from the University of Iowa. He set out to develop the concept of research-oriented clinical training. A philosophy developed which emphasized quality in all areas: academic, research, and clinical training. The attempt was to achieve this objective through a carefully structured training program which provided the desired integration between academic and applied experiences. The method by which this objective was to be achieved involved the implementation of the following five-point plan:

1. The selection of high quality graduate students who possessed a desire to receive training in clinical research and to implement these skills as their professional goal.
2. The selection of full-time faculty members who represented excellence in their respective fields, were active researchers and publishers, who worked with patient populations.
3. The integration of the clinical program with the experimental and biopsychology programs of the department, to provide a foundation of knowledge in these areas, and to illustrate how the hypotheses, techniques, and theories developed in the pure research areas can have important implications for the clinical field.
4. The integration of the program with community mental health facilities, so each student could obtain a first-hand understanding of the problems, techniques, and issues facing mental health practitioners in the applied world.
5. An emphasis on patient contact, both for the learning of clinical techniques and for clinical research.

The philosophy developed became known as the "single-hat" concept of clinical training, which stressed the importance of inductive reasoning and evaluation for manipulation of variables both in the laboratory and in the clinical setting. A critical ingredient of this concept is the belief that important advances in the clinical area can be achieved by building upon the principles of general psychology. Thus, the program was developed to provide a background of knowledge in the basic areas of psychology as well as in the applied specialty area. This objective was achieved in part by requiring all students to complete a common core-course requirement in the basic areas of psychology and to supplement this knowledge through an inside minor with the Department and an outside minor in a related field.

The first class of about ten students was admitted to the program in the Fall of 1973. That year two new assistant professors were hired: Dr. Lisa A. Serbin from SUNY Stony Brook and

Dr. Stephen A. Lisman from Rutgers University. The following year Dr. Raymond G. Romanczyk was hired from Rutgers University as an assistant professor. These three individuals along with Dr. Levis played an instrumental role in developing and shaping the program.

Levis, Lisman, and Serbin helped in the design of the Psychological Research and Training Clinic, which opened in the Spring of 1976. Levis served as its first director until shortly thereafter, when Lisman took the reins. By the Fall of 1974 arrangements with community agencies for student practicum placements were worked out and implemented. Instrumental in this important development were Drs. Joseph J. Friedman and Richard H. Normile of the Broome County Mental Health Clinic. Dr. Nurhan Findikyan of the Broome Developmental Center, and Dr. Makris and later Dr. William H. Connor of the Binghamton Psychiatric Center. These individuals played an important role in the clinical training of students as did other adjuncts such as Dr. Gep Colleti of the Children's Unit (now Institute for Child Development) and Dr. David Kissinger of the SUNY Counseling Center. Dr. Jan Hastrup from SUNY-Buffalo was appointed to the clinical faculty in 1981.

Three new professors were appointed between 1976 and 1979. The first, Dr. Craig Twentyman received his degree from the University of Wisconsin; the second, Dr. David Zuroff from the University of Connecticut; the third person appointed during this period was Dr. Eugene Emory from the University of Florida.

By 1979 the clinical faculty were actively engaged in many areas of clinical research, including anxiety, child abuse, infant development, socialization of children, autism, alcohol and its behavioral affects, substance abuse, smoking and learning disabilities. Clinical faculty were also collaborating with non-clinical colleagues. Students were being admitted into APA-approved internships and were productive in research – presenting conference papers and publishing articles. The program was thus ready for its first outside evaluation by the Accreditation Committee of APA.

(1980 – 1989)

After the first full evaluation of the program by APA, provisional accreditation was awarded. It was felt that there was a need for additional senior faculty in the clinical area. In 1982, therefore, Ian Evans, who had been at the University of Hawaii for 12 years, was appointed. Philip Harvey (Ph.D., Stony Brook) was also appointed at about that same time. However, over the next two years, Hastrup, Twentyman, Zuroff and Serbin resigned for other positions. Dr. Adele Rabin (Ph.D., University of Houston) joined the faculty, and for a one-year temporary position Dr. Damaris Rohsenow (Ph.D., Wisconsin) was appointed.

Romanczyk, meantime, was serving as Director of Clinical Training, and by the time of APA's second evaluation the provisional status was again renewed. The site visitors' report of December 1983 stated that "we exemplify the Boulder model as well as any program in the country". During the ensuing 4-5 years, Rabin, Emory, and Harvey left for other positions, and Ian Evans was elected DCT in 1984 and in July 1986 the program was awarded full accreditation for the maximum five year period. New appointments greatly increased the strength of the

program: Amy Tishelman (PhD West Virginia University) in 1987, in 1988 Peter Campos (PhD, University of Hawaii) and Alice Friedman (PhD, Virginia Polytechnic Institute).

Under the Directorship of Evans, the program began to focus on a number of new initiatives: building up our expertise in health psychology, expanding and strengthening our training sites in the community, increasing grant activity among faculty and students, focusing attention on areas of major social need (in cooperation with New York state), increasing the diversity of the student body. Another major focus of Evans' efforts was to improve student morale and increase the sense of collegiality among students and faculty.

1990 - 1999

In 1990, Thomas Brandon (Ph.D., University of Wisconsin), joined the faculty. Dr. Peter Donovanick (Ph.D., University of Wisconsin), formally affiliated solely within our Psychobiology program, joined the clinical faculty, thus greatly increasing our opportunities for training in clinical neuropsychology. In 1992 Dr. Tishelman left our program and she was replaced on a temporary basis by Dr. Karen Obremski-Brandon, (PhD, Indiana University).

In 1995, Obremski-Brandon was hired on a tenure bearing line. Dr. John Junginger (Ph.D, Indiana University) was hired as a Visiting Assistant Professor in January, 1995, until the end of the Spring 1996 semester. Evans resigned in 1995 to pursue development of a new clinical program in New Zealand. Lisman was elected as Director of Clinical Training and also maintained his position as Director of the Psychological Clinic. At this time Lisman initiated a series of faculty "retreats" to assess the status of the clinical program and to begin making recommendations for changes that reflect the continuing evolution of our field. In 1996, Tom Brandon coordinated our successful application to the Academy of Psychological Clinical Science. Also in 1996 we were very fortunate to attract Dr. Steven Lynn (Ph.D., Indiana) to our faculty from Ohio University. He brought strong research, teaching and clinical experience as well as an international reputation, and shares our program philosophy. In 1997 Dr. Carolyn Pepper (Ph.D., Stony Brook) was hired, followed by Dr. Matt Johnson (Ph.D. UCLA) in 1999.

2000 – 2009

Dr. Mark Lenzenweger (Ph.D., Yeshiva) joined us from Harvard in 2001, and Dr. Meridith Coles (Ph.D. Temple University), and Dr. Brandon Gibb (Ph.D. Temple University), both joined our program in 2003.

In 2000 Alice Friedman was elected Director of Clinical Training and continued the tradition of faculty retreats as changes in the program were discussed and developed. During this time significant change occurred in the graduate programs in Behavioral Neuroscience and Cognitive Psychology, and new initiatives were proposed by the DCT. In 2003, Peter Donovanick was appointed Director of Clinical Training. During Donovanick's leadership, the program was acknowledged with the Outstanding Training Program Award from the Association for Behavioral and Cognitive Therapies (ABCT). Donovanick also initiated greater direct faculty engagement in the administration of the program by creating separate appointments for Director of Community Placements, Coordinator of the Comprehensive Exams, and Coordinator of

Graduate Recruitment & Admissions for clinical psychology. This arrangement has been maintained by those who have succeeded him as DCT.

Between 2006 and 2009, several faculty members (Johnson, Lenzenweger, Lisman) provided leadership for varying intervals as DCT. In 2008, Stephen Lisman stepped down as Director of the Psychological Clinic after 32 years in that position and Steven J. Lynn began his current appointment as Clinic Director. In 2009, Dr. Lisman started a final term as DCT and was replaced in 2012 by Brandon Gibb.

2010 – Present

Dr. Jennifer Gillis (Ph.D. Binghamton University) and Dr. Richard Mattson (Ph.D. Binghamton University) both joined our program in 2012. Dr. Gregory Strauss (Ph.D. University of Nevada Las Vegas) joined our program in 2013 and Dr. Christina Balderrama-Durbin (Ph.D. Texas A&M University) joined our program in 2015. Steve Lisman retired in August of 2014 and Don Levis retired in August of 2015. In 2015, Brandon Gibb began his second term as DCT.