



State of Nevada

## **Board of Examiners for Social Workers**

4600 Kietzke Lane, #C-121, Reno, NV 89502

(775) 688-2555

### **POST-GRADUATE CLINICAL INTERNSHIP PROGRAM**

**CLINICAL SOCIAL WORK** means the application of methods, principles and techniques of case work, group work, community organization, administration, planning, consultation, research and psychotherapeutic methods and techniques to persons, families and groups to help in the diagnosis and treatment of mental and emotional conditions. (NRS 641B.030)

**INTERN** means an applicant for licensure as an independent (LISW) or clinical (LCSW) social worker via a post-graduate internship. The applicant is currently licensed in Nevada as a LMSW license but has not yet completed the 3000 hours of supervised postgraduate experience and 104 hours of supervision necessary for a licensure in Nevada as a LISW or LCSW. An intern is in the process of completing the requirements for their advanced license under an approved **Internship Program** of supervised practice. (NAC 641B.035)

### **Internship Policy – Related NACs and Expectations**

#### **Clinical Social Work Internship: Performance of supervised, postgraduate social work in Nevada.**

An applicant for licensure as a clinical social worker must complete an internship program consisting of not less than 3, 000 hours of supervised, postgraduate social work and 104 hours of supervision. Except as otherwise provided, the required work must be:

- (a) Undertaken in a program that is approved by the board before the applicant begins the program. The program must include, without limitation:
  - (1) An examination, if deemed necessary by the board;
  - (2) An appropriate setting, as determined by the board;
  - (3) Supervision of the applicant by a supervisor who has been approved by the board; and
  - (4) A plan of supervision that has been approved by the board.
- (b) Completed not earlier than 2 years or later than 3 years after the board approves the program. For good cause, the board will grant a specific extension of this period.
- (c) Conducted pursuant to the requirements and standards set forth by the board. For good cause, the board will withdraw its approval of a particular program.

At least 2,000 hours of the supervised, postgraduate clinical social work required by must be in the area of psychotherapeutic methods and techniques to person, families and groups to help in the diagnosis and treatment of mental and emotional conditions. The remaining hours may be completed in other areas of clinical social work. [NAC641B.150 (1,2)]

#### **PSYCHOTHERAPEUTIC METHODS and TECHNIQUES Defined**

The methods of treatment that use a specialized, formal interaction between a clinical social worker and a client in which a therapeutic relationship is established and maintained to:

- Understand unconscious processes and intrapersonal, interpersonal and psychosocial dynamics; and,
- Diagnose and treat mental, emotional and behavioral disorders, conditions and addictions. (NAC 641.057)

**At the successful completion of a post-graduate clinical internship, the licensee must be able to demonstrate**

*A. The ability to assess, diagnose, and treat mental and emotional conditions*

- Comprehensive psychosocial assessment including knowledge and utilization of Mental Status Exams (MSE)
- Determination of diagnosis, i.e., use of the DSM
- Development of treatment plans with specific goals
- Various clinical intervention approaches
- Competence in individual, family and group psychotherapies
- Document and review of treatment outcomes
- Knowledge of psychopharmacology
- Knowledge of addictions and the related clinical interventions
- Suicidal/homicidal evaluations and interventions
- Abuse/neglect evaluations and interventions
- Experience with a range of clientele

*B. The skills and professional conduct necessary for continuing competency*

- Thorough understanding of the NRS / NAC related to Social Work practice in Nevada.
- Establish professional clinical relationships – initiating and sustaining a worker/client relationship based in social work standards of professional conduct that strengthens the client.
- Appropriate “use of self” with clients and colleagues – the separation of personal issues from professional responsibility and relationships
- Commitment to the social work profession and services to clientele
- Application of social work values and ethics
- Knowledge and application of human behavior and the social environment
- Recognize and reinforce the client’s prerogative of self-determination
- Utilize supervision for critical review of practice

*C. Concepts relating to risk and safety issues*

- Uses safety policies procedures to protect clients and licensee.
- Demonstrates the ability to assess and then function safely in emergency situations.
- Consistent use of safety and risk assessments
- Understanding the steps for mandated reporting and mandated action.
- Competence in initiating civil commitments (legal hold).
- Assessment of the intern’s readiness for competent autonomous practice in relation to such safety and risk factors.

## **Internship Policy - Site Approval**

A post-graduate internship can only be completed at a **site** approved by the Board.

In the **Site Application**, the Board requires an agency, seeking to become an approved site, to provide information regarding the following –

- Proof of agency NPI and TIN numbers, state licensure for the agency (must be licensed in NV for a period of not less than one year before consideration as a site).
- Identification of payor sources utilized by the agency, including insurance vendors, contracts, etc. and a description of how billing for services is done.
- A narrative explanation of the target client population served by the agency, types of therapy services provided, psychometric testing used, and typical issues / diagnoses treated.
- The job description and / or detailed contract for a post-graduate internship position. The **site** has the burden of demonstrating that the position constitutes clinical social work and is appropriate to provide psychotherapeutic methods and techniques.

- Organizational chart and list of the clinical complement of staff at the agency.
- Plan to provide supervision for post-graduate interns, onsite and / or offsite.
- Clinical policies
- Safety policies
- A blank client chart.

The **site** will submit an application which is reviewed by the staff and / or board member overseeing the Post-Graduate Internship Program. Once approved, the site must be agree to an onsite Board review at any time. The site must give permission for the intern's **clinical supervisor** to observe the practice of the **intern** and to review the documentation of the **intern** if the **clinical supervisor** is not employed by, or contracted with, the site (see Access Letter).

If a **site** is found to no longer meet the requirements as described above, the Board may terminate the **site** as a location for post-graduate internships. If the **site** does not have an onsite licensed mental health professional, the Board may terminate the **site** as a location for post-graduate internships. **If the site receives a sanction by a payor source, regulatory or accreditation body, then the site will be closed until the terms of the sanction are met.** In any of these scenarios, the Board will give **site, clinical supervisor** and **intern** 30 days to facilitate the transfer or closure of cases to minimize possible adverse effects on the client.

## Internship Policy – Program and Application

An *Internship Program* is defined as the contract between a Licensed Master Social Worker (LMSW) or **intern**, a Board approved **clinical supervisor** and a Board approved **site** (agency). Licensees interested in a post-graduate clinical internship will apply to the Board for approval prior to engaging in any direct practice with clients. The applicant may only practice at a Board approved site, pursuant to NAC 641B.150.

The application is broken down into two parts, the **Intern** will apply for their LCSW / LISW license and will provide information about the proposed clinical site(s). Once the licensee's application is approved, the **clinical supervisor** will complete the supervision contract, specifying the period of the contract and any reimbursement paid by the intern / site. An application is not considered complete until both parts are submitted and approved. If the **intern** needs to make changes to their approved internship (leaving a site, adding a site, or changing their clinical supervisor), they will complete a **partial application** then the **clinical supervisor** will complete an updated contract.

The approved **site** must be in an agency that has a defined mental health / clinical program in place that would be appropriate for the educational needs of an internship. The site's approved job description / contract must be submitted with the internship application. Interns can only practice under Board approved job descriptions / contracts. Once approved, **any changes of position / job at the site must be approved by the Board in advance**. A new job description must be submitted with a request for an internship change. This change must be approved by the Board for the internship to remain active.

If the intern's **clinical supervisor** is **off-site** (not employed by or contracted with the site), then the site must designate a Nevada **licensed on-site mental health professional** (MD, APRN, PhD, MFT, or CPC) that will serve to provide administrative supervision and can assist in a clinical emergency. The on-site mental health professional must coordinate with the Board approved **clinical supervisor** regarding the intern's practice. The clinical leadership of the **site** will complete an Access Letter which the **intern** will submit providing permission for access.

**An intern may not engage in direct practice with clients unless the clinical supervisor or licensed on-site mental health professional is on-site and available for immediate consultation.** After the intern has completed 1000 clinical hours, 500 non-clinical hours and 50 hours of supervision, the licensed on-site mental health professional may be available for immediate consultation indirectly, e.g., the use of cellular phones, video conferencing, etc., if the **clinical supervisor** is agreeable. Since the practice of the intern is under the **clinical supervisor's** license, it is up to him/her to determine if the intern is ready for more independent practice.

## Internship Policy – Program and Supervision

Per NAC 641B.160 the **clinical supervisor** is responsible for the practice of social work by the **intern**. This is managed in part by supervision meetings. The **clinical supervisor** is expected to meet with the intern individually, for not less than one hour per week. The Board also allows for 24 hours of group supervision, provided that the **clinical supervisor** is present at the group. The minimum number of hours of supervision required for completion of a post-graduate internship is 104 hours. **While it is preferred that supervision occur on a face-to-face basis, the Board will allow supervision to occur using telecommunication technologies.**

Additionally, **Clinical supervisors** are expected to analyze the performance of the **intern**. This is done through the supervision meetings, via direct observation the practice of the intern (in person, video conferencing or recorded sessions) and by a review of the documentation by the intern (assessments, treatment plans, progress notes and discharge summaries).

Documentation of each supervision meeting must be kept by the **clinical supervisor** and will be submitted to the Board upon request. These records must be kept for a period of five years after the closure of the supervision contract.

## **Internship Policy – Reporting**

Once an internship is approved, the **intern** will begin to track their hours using a Board created **spreadsheet**. Each month, hours calculated from the spreadsheet are given to the **clinical supervisor**. The hours will be included in the six-month **progress report**. The reporting period are determined at the point of initial approval and will not change throughout the internship. This report will be reviewed and approved by the Board. Approval of hours is not a guarantee.

The Board may **refuse to accept a progress report or final report** submitted, if the report, (a) does not satisfy the reporting requirements for the forms provided by the Board; (b) does not include such additional information concerning the internship as requested by the Board; or (c) is received by the Board after the date on which the report is due. If the Board refuses to accept a progress report or final report, the Board will disallow credit for all hours of internship as reported on the report.

## **Internship Policy – Exam and Completion of Internship**

Once an **intern** has completed 1000 hours of clinical practice, 500 hours of non-clinical practice and 50 hours of supervision, (s)he is eligible to request exam approval. The form is available on the website and is emailed to the Board. The intern must take and pass the exam prior to completion of both their hours and the minimum of 24 months of practice. **An internship is considered complete when the intern has 24 months of practice, 2000 hours of clinical practice, 1000 hours of non-clinical practice and 104 hours of supervision and has passed the clinical exam.** While an internship is granted for up to 3 years, this is an allowance for interns who are not practicing fulltime. Once an intern has completed the required hours and 24 months of practice, the internship, itself is completed. If the intern has not taken and passed their exam by that point, the internship will be closed, and the intern will need to apply for a new internship. Hours will be banked once a new internship is approved.

Adopted January, 1997; Amended March, 1999; Amended January, 2000; amended February 2016; amended August 2022