

AGREEMENT FOR AFFILIATION

BETWEEN

Daybreak University Marriage and Family Therapy (MFT) Program

AND

Insert above legal name of facility

Name of Student: _____

Date: _____

WHEREAS, clinical training and therapy experience are a required and integral component of the Marriage and Family Therapy curriculum offered by the University (MFT Program); and

WHEREAS, the University desires the assistance of the Facility in developing and implementing the clinical education phase of the Program; and

WHEREAS, the Facility recognizes its professional responsibility to provide clinical education experiences for the University's students; and

WHEREAS, the Facility wishes to assist the University in developing and implementing the clinical education experience for the University's Marriage and Family Therapy Program students.

NOW, THEREFORE, in consideration of the mutual agreements set forth herein, the Facility and the University agree as follows:

1. Mutual Responsibilities of the Facility and the University

- A. The Facility and the University will establish objectives for clinical education and devise methods for implementing these objectives and evaluating their effectiveness.
- B. The Facility and the University will determine the number of students to be assigned to the Facility and the length of the clinical education experiences required to achieve the established educational objectives.
- C. The University will not discriminate against any student because of race, age, color, religion, sex, handicap, national origin, or any other classification protected by law.

II. Responsibilities of the University

- A. The University will assume overall responsibility for developing and implementing the

educational program in the Facility.

- B. The University will refer to the Facility only those students who are enrolled in the Marriage and Family Therapy Program curriculum and who have satisfactorily completed the academic prerequisites for the clinical education experience.
- C. The University will be responsible for the determination of a student's grade for the clinical education experience.
- E. The University will notify the Facility of its planned schedule of student assignments, including the dates of same, the name of the student, and the level of academic and pre-clinical preparation of each student.
- F. The University will maintain communication with the Facility on matters pertinent to clinical education. Such communication may include, but is not limited to, on-site visits to the Facility, workshops, meetings, and the provision of educational materials relevant to the clinical education program.
- G. The University will advise students assigned to the Facility of their responsibility for complying with the rules and regulations of the Facility, including the responsibility for complying with any physical examination requirements of the Facility.
- H. The University reserves the right to terminate a clinical education assignment if it determines that the conditions at the Facility are detrimental to student learning.
- I. The University shall assume responsibility for assuring continuing compliance with educational standards of the appropriate accreditation bodies.

III. Responsibilities of the Facility

- A. The Facility will have ultimate responsibility for patient/clients care at the Facility. Facility shall be responsible for and retain absolute control over the organization, administration, operation, and financing of the services, including full authority and responsibility for the care of patients in areas where students have clinical experience.
- B. The Facility will provide to qualified students access to staff, patients, physical facilities, clinical equipment and materials in accordance with clinical education objectives as agreed upon by the Facility and University.
- C. The Facility will provide each assigned student with an orientation to the Facility, including access to the pertinent rules and regulations of the Facility.
- D. The Facility shall designate as Clinical Instructor a staff member of Facility who will be responsible for the clinical experience of students. The Clinical instructor or supervisor must hold an active LMFT or LPCC license for at least two years.

- E. The Facility will advise the University at the earliest possible time of any changes in its operation, policies, or personnel which may affect clinical education.
- F. The Facility will advise the University at the earliest possible time of any serious deficiency noted in an assigned student's performance. It will then be the mutual responsibilities of the student, the Facility, and the University to devise a plan by which the student may be assisted towards achieving the stated objectives of the clinical education assignment.
- G. The Facility reserves the right to request that the University withdraw from a clinical education assignment any student whose health or performance is detrimental to patient well-being or to the achievement of the stated objectives of the clinical education assignment. The Facility may dismiss any student for cause, including material violation of the Facility's policies and regulations.
- H. The Facility will provide to the University information regarding the availability of first aid and emergency care for students while on clinical education assignment on the property of the Facility. If the Facility provides first aid and/or emergency care to an assigned student, the Facility may charge reasonable fees for such services.
- I. The Facility agrees that at all times during this Agreement it shall have appropriate licensures to do business **[as a health care facility, health care service provider, institute of higher education or job training facility]**, it shall comply with all appropriate State and local laws, regulations and other similar requirements, and the individuals who will be supervising students meet applicable licensure requirements and are appropriately certified for the areas for which they are responsible.

IV. Responsibilities of the Student

- A. The student is required to comply with all applicable policies, procedures and rules of the Facility and the University.
- B. The student is required to maintain liability insurance or be responsible for medical expenses incurred at the Facility during a clinical education assignment.
- C. The student is responsible for demonstrating professional behavior appropriate to the environment of the Facility, including protecting the confidentiality of patient information and maintaining appropriate standards of patient care.
- D. The student is responsible for making arrangements for transportation to and from the Facility, housing, if necessary, and assuming any travel or living expenses incurred in relation to clinical education.

- E. The student is responsible for evaluating his or her clinical education experience using forms provided by the University and/or the Facility.
- F. The student has the right to request withdrawal from a clinical assignment, giving prior notice and cause in writing to both the Facility and the University prior to leaving the assignment. Nevertheless, the student cannot refuse a clinical assignment based on a patient's race, sex, color, or creed.
- G. The student will sign a Confidentiality Agreement in accordance with Facility policy.

V. Term

This Agreement shall become effective immediately and shall remain in effect until terminated by either party at any time by giving at least sixty (60) days written notice to the other party, provided that termination shall not take effect with respect to students until such students have completed their current clinical education experience.

VI. Notice

Any written communication or notice pursuant to this Agreement shall be made to the following representatives of the respective parties at the following addresses:

For the University: Hyejin Kim, Ph.D., LMFT
 Academic Dean, Marriage and Family Therapy Program
 Daybreak University
 321 South State College Blvd., Anaheim, CA 92806

For the Facility: Name
 Title
 Address
 City State Zip

IX. Entire Agreement

This Agreement constitutes the entire understanding of the parties as to the matters contained herein, and it shall not be altered, amended or modified except by in writing, executed by the duly authorized officials of both the University and the Facility.

X. Counterpart Signatures

This Agreement may be executed by counterpart signatures.

IN WITNESS WHEREOF, the Facility and University have caused this Agreement to be executed and delivered on the date first written above by their duly authorized representatives.

PARTIES:

Facility Administrator

Signature: _____

Type/Print Name: _____

Position: _____

Date: _____

Daybreak University

Hyejin Kim, Ph.D., LMFT

Associate Dean, Marriage and Family Therapy Program

Date: 12/01/2022

Practicum Supervision Agreement

This contract serves as verification and a description of the counseling supervision provided by Daniel Brake, LMFT-S ("supervisor") to Marc Gerónimo ("Supervisee").

1. Purpose, Goals, and Objectives:
 - a. Monitor and ensure welfare of clients seen by Supervisee
 - b. Promote development of Supervisee's professional counselor identity and competence
 - c. Fulfill requirements in preparation for Supervisee's pursuit of a Marriage & Family Therapy License.
2. Context of Services
 - a. One (1) clock hour of triadic individual supervision weekly
 - b. Individual supervision will be available via Zoom or other video platforms.
 - c. The Discrimination Model, interpersonal process recall, progress notes and audio tape review will be used in supervision
3. Method of Evaluation
 - a. Feedback will be provided by the Supervisor during each session, and a formal evaluation will be conducted quarterly. Specific feedback provided by Supervisor will focus on Supervisee's demonstrated counseling skills and clinical documentation
 - b. Supervisee will evaluate supervisor quarterly. A narrative evaluation will also accompany the objective evaluations
 - c. Supervision notes will be shared with Supervisee at Supervisor's discretion and at the request of the Supervisee
4. Duties and Responsibilities of Supervisor and Supervisee:
 - a. Supervisor:
 - i. Examine client presenting complaints and treatment plans
 - ii. Review recordings of Supervisee's counseling sessions outside of regularly scheduled supervision sessions
 - iii. Sign off on all client documentation
 - iv. Challenge Supervisee to justify approach and techniques used
 - v. Monitor Supervisee's basic attending skills
 - vi. Support Supervisee's development as a counselor
 - vii. Present and model appropriate directives
 - viii. Intervene when client welfare is at risk
 - ix. Ensure ethical guidelines are upheld
 - x. Maintain weekly supervision case notes
 - b. Supervisee:

