



Doctoral Internship Policy & Procedures

Placement-Based Seminar Guidelines

Revised 04-03-16

1. **Purpose:** Each placement should have at least one placement-based seminar throughout the year. The purpose of these seminars is to provide a learning experience that is tailored to the professional activities that are conducted within the placement.
2. **Goals & Objectives:** As required by APA Accreditation Guidelines, each seminar must have a written syllabus stating the overall goals of the seminar and identifying the specific learning objectives of individual sessions. Recurring case conferences do not require session specific learning objectives.
3. **Evaluation:** Using MedHub, fellows should complete an overall evaluation of each seminar at its conclusion. With the exception of case conferences, individual sessions within seminars should be evaluated using MedHub. Faculty leaders of the seminars should use the evaluation findings to continually improve the seminars.
4. **Content of the Seminars:** To the extent possible, the following should be considered in planning placement-based seminars:
 - a. The content should address the internship core competencies.
 - b. Duplication with the Core Seminar content should be avoided.
 - c. Optimally, some sessions in the placement-based seminars will build on initial sessions in the Core Seminar, adding placement-relevant knowledge (e.g., psychopharmacology).
 - d. All presenters should be asked to address the evidence-base for the topic being discussed.
5. **Diversity:**
 - a. There should be considerable diversity among presenters in placement-based seminars.
 - b. All presenters should be asked to address issues related to diversity as it pertains to their topic.