

**FEDERAL CORRECTIONAL INSTITUTION
TALLAHASSEE, FLORIDA**

**PSYCHOLOGY INTERNSHIP
PROGRAM**



INFORMATION HANDBOOK

Member Association of Psychology Postdoctoral and Internship Centers
(APPIC)

Accredited
American Psychological Association

This program abides by the APPIC policy that no person
at this training facility will solicit, accept, or use any
ranking-related information from
any internship applicant.

FCI TALLAHASSEE

The Federal Correctional Institution at Tallahassee, Florida was built in 1938. FCI Tallahassee is a "medium-low" security facility housing female offenders who have been convicted of a range of federal crimes. The housing units include a Special Housing Unit (for inmates accused and convicted of rule infractions), a Drug Abuse Program Unit, four general housing units, and an honors unit.

Inmates in the general population have supervised access to a dining hall, commissary, libraries, visiting area, and recreational facilities. They are also offered education, vocational training, and medical, dental, psychological, and religious services. The Education Department provides adult basic education, high school equivalency, post secondary education, Spanish and English as a second language, parenting and nutrition classes. Vocational training programs include electronics, horticulture, heating/air conditioning, construction trades, plumbing, electrical wiring, masonry, landscaping, cosmetology, dental hygiene and business education. During each weekday inmate's work, attend school, and/or receive vocational training for approximately seven hours. One of the more popular work assignments is the UNICOR call center. Inmates can earn an hourly wage ranging from approximately 25 cents to \$1.50.

Associated with the FCI is the Federal Detention Center or FDC which was completed in 1992. This is a jail facility located just a few hundred yards from the FCI. The Detention Center accommodates up to 300 male inmates who are mostly awaiting trial, sentencing, or transfer. Psychology staff provides primarily crisis intervention services to the FDC inmates.

The male and female inmates at FCI and FDC Tallahassee come from all 50 states of the U.S. and from at least 30 different countries. A wide variety of mental health needs and issues are presented by the inmates, providing a rich and diverse training experience for interns.

PSYCHOLOGY INTERNSHIP AT FCI TALLAHASSEE

Objectives and Philosophy

The primary goal of the FCI Tallahassee Psychology Internship Program is to train entry-level professional psychologists who can also function competently in the correctional environment. We provide an integrated, flexible, and balanced set of learning experiences designed to meet the following objectives: 1) ability to utilize a variety of approaches to diagnosis and assessment including clinical

interviewing, behavioral observation, and psychological testing; 2) experience with the planning and implementation of a variety of intervention strategies including crisis intervention, brief counseling, individual therapy, group therapy and psychoeducational groups; 3) opportunity to participate in a range of consultative activities; 4) participation in activities oriented toward furthering professional identity and growth; and 5) participation in professional scholarship. These experiences enable interns to practice and enhance previously learned skills, develop new skills, and facilitate personal and professional growth.

Closely following the training objectives established by the Bureau of Prisons for all internship programs, FCI Tallahassee's internship program subscribes to a Generalist Practitioner Model. This model is designed to prepare students to become general clinicians and, beyond this, to teach a specialty in the provision of mental health services in a correctional setting. We focus on specific areas of competency as we tie together the interns' scientific knowledge of psychology to professional applications. As the year progresses, we continue to develop requisite skills and knowledge while preparing the soon-to-be independent clinicians to effectively and ethically practice the profession of psychology. Self monitoring and outcome assessment are used to assure our identified objectives are met.

Factors Unique to FCI Tallahassee

The Psychology staff at the Federal Correctional Institution in Tallahassee consists of a Chief Psychologist, three psychologists, and five Drug Abuse Treatment Specialists. One of the psychologists serves as the Internship Program Director, another serves as Drug Abuse Program Coordinator, and the third as the Resolve Program Coordinator.

One advantage of the training program at FCI Tallahassee is that numerous learning resources are readily available to its interns. Two major universities and a large community college are located in Tallahassee-- Florida State University, Florida A&M University, and Tallahassee Community College. Library privileges may be available to interns who are working toward completion of the dissertation, as well as to the student who is committed to developing his/her clinical skills.

Diversity of experience is provided by a rotation system at the FDC/FCI. Interns currently spend three months on four successive rotations: 1) Drug Abuse, 2) Trauma Treatment, 3) Mental Health, and 4) General Corrections. The order in which rotations are assigned is made with the intern's specific training goals in mind; substantial

personalization of training is the norm.

ACCREDITATION

The internship program at FCI Tallahassee has a long and well established history which dates back over 30 years. FCI Tallahassee is a member of the Association of Psychology Postdoctoral and Internship Centers (APPIC). Accreditation by the American Psychological Association was first granted in 1990. This internship site participates in the APPIC Internship Matching Program so applicants must submit their application on line and register for the Matching Program in order to be eligible to match to our program. Consistent with our accreditation, this internship site agrees to abide by the APPIC policy that no person at this training facility will solicit, accept or use any ranking-related information from any intern applicant. For more information, please see the relevant APPIC Matching Policies at www.appic.org.

Questions related to the program's accredited status should be directed to:

Commission on Accreditation:
Office of Program Consultation and Accreditation
American Psychological Association
750 1st Street, NE, Washington, DC 20002
Phone: (202) 336-5979 / E-mail: apaaccred@apa.org
Web: www.apa.org/ed/accreditation

INTERN DUTIES

Interviewing and Psychological Assessment

Each intern normally completes 4-8 intake interviews and write-ups per week. Upon admission to the prison every inmate is interviewed, primarily to determine need and motivation for psychological treatment. Traditional psychological assessments of inmates are conducted as needed. Interns administer and interpret standard psychological tests, and they integrate the results from these tests with behavioral and historical data in psychological reports. Most evaluations include a diagnosis and treatment recommendations. Additionally, each rotation incorporates some component of assessment. During the Drug Abuse Rotation, the intern completes formal assessments of inmates to determine diagnostic impressions and to make determination as to eligibility for residential services. While on the General Corrections rotation, the intern conducts interviews of newly arriving presentence and holdover

inmates to identify needs for mental health interventions. During the Trauma Treatment Rotation, interns conduct assessments in order to identify, diagnose and recommend treatment for victims of PTSD and other forms of trauma. Lastly, during the Mental Health Rotation, interns complete IQ assessments for educational purposes. In doing evaluations, interns often have to consult with medical, educational, and correctional staff.

Interns also conduct on-the-spot evaluations of inmates in crisis. Under supervision, they assess for the presence of suicidal ideation, adjustment-related disorders, or psychosis, and make appropriate dispositions. Additionally, interns complete evaluations of inmates to determine their readiness for release to less structured or less secure facilities.

Psychotherapy

Each intern normally carries a caseload of 15-20 clients for, at a minimum, bi-monthly mental health follow up, depending on his/her rotation. The caseload includes both long-term clients and those who are involved in brief therapy. The latter is often the treatment of choice to assist clients in crisis, while long-term therapeutic relationships are formed in order to help clients change chronic maladaptive patterns of thought, feeling, and behavior.

Interns lead at least four didactic groups while at FCI, as well as lead groups incorporating both psychoeducational and process elements. They also have the opportunity to develop and implement group programs or to lead or co-lead additional therapy groups of their own choosing.

In their supervised therapy experiences, interns are able to explore diverse treatment models and methods. Clinical supervisors generally place equal emphasis on accurately monitoring the process as well as the outcome of psychotherapy. Interns are required to video tape selected therapy sessions, which can then be reviewed during individual and group supervision.

Consulting with Unit Teams

Each intern is assigned to an FCI housing unit and is the primary provider of psychological services to the inmates of that unit. The intern shares information with the unit staff responsible for the inmate. The intern's responsibility grows with his/her evolving clinical and consultative skills. Nevertheless, the paramount role of the intern is that of trainee.

Research

The value of research and the dual role of the psychologist as scientist-practitioner are readily acknowledged. The most successful intern will make every effort to complete all research requirements for his/her graduate program prior to the start of the internship. Participation in additional research endeavors is encouraged at FDC/FCI and interns may negotiate to spend a portion of their work hours (up to 4 hours per week) in planning and conducting research projects.

SUPERVISION AND TRAINING

Each week interns receive two hours of individual supervision from an FCI psychologist. In addition, supervision will be provided to the entire group of interns for two hours per week by one of the FCI staff. All clinical supervision will be by licensed psychologists.

There are four distinct rotations that make up the training at FCI Tallahassee:

General Corrections. The emphasis during this rotation is on short term crisis intervention skills and conducting suicide risk assessments. The intern will assist receiving and discharge staff in processing newly arriving inmates and assure all psychology related intake screening information is collected. The intern may complete brief assessments of newly arriving holdover and pre-sentence male inmates. Training of inmates in monitoring suicidal inmates and completing assigned readings related to suicide prevention are also duties of this rotation.

Drug Abuse Treatment. The Drug Abuse Treatment rotation emphasizes group interventions with substance abusers both in residential and nonresidential treatment programs. The intern will conduct two groups with this population. They include process-oriented non-residential and didactic drug education treatment groups. In addition, the intern will have the opportunity to assist drug treatment staff with residential drug treatment groups. Interns will conduct monthly monitoring of various components of the drug treatment program and complete interviews to determine diagnosis and need for comprehensive drug treatment.

Mental Health. Interns assigned to this rotation are primarily responsible for coordinating mental status assessments of newly committed inmates. The intern will also conduct a values clarification didactic group, called Living Free, which reviews

thinking errors, how habits are formed, and plans for personal change. Finally, during this rotation, interns are responsible for orienting newly committed inmates to the general nuances of prison life.

Trauma Treatment. In this rotation, the intern will learn to conduct screening interviews and testing to assess the need for group or individual treatment for symptoms of psychological traumatization and for proper placement in treatment programs. The intern conducts enrollment and treatment planning interviews for inmates entering groups. In addition, the intern will lead two psycho-educational/process groups for female trauma survivors.

The supervisors for this internship program are:

Dr. Michael Plasay, Chief Psychologist. Dr. Plasay received his degree in Clinical Psychology from the University of Southern Mississippi, and has specializations in neuropsychological and psychological assessment, psychopathology, and cognitive behavioral treatment strategies. Dr. Plasay supervises the General Corrections rotation.

Dr. Kelvin Marcelli, Drug Abuse Treatment Coordinator. Dr. Marcelli received his degree in Clinical Psychology from University of Tennessee and has specializations in substance abuse treatment, forensics, psychopathology, and psychodynamic treatment. Dr. Marcelli supervises the Drug Abuse Rotation.

Dr. Elisa O'Donnell, Resolve Coordinator. Dr. O'Donnell received her degree in Clinical Psychology from the University of Kansas, Lawrence. Her interests include resiliency, coping styles, positive psychology, and diversity. Dr. O'Donnell supervises the Trauma Treatment rotation.

Dr. K. Pat Bell, Internship Program Coordinator. Dr. Bell received her degree in Clinical Psychology from Florida State University. Her interests include crisis management, diversity, cognitive-behavioral therapy, and psychopathology. Dr. Bell supervises the Mental Health rotation.

Beyond the required four hours, the type and amount of supervision provided depends upon the experience of the intern, the needs of each individual case, and the supervisor's preferred style of supervision. The supervisor may, for example, watch and listen to tapes, discuss the session before and afterward with the intern, or engage in co-therapy.

Interns also participate in a planned series of lectures, case

conferences, and seminars on a variety of issues in psychological development, behavior pathology, psychotherapy, assessment, consultation, professional ethics, and diversity. Interns may be afforded leave time to attend off-site seminars and workshops of particular interest to them and they may also participate in training as presenters.

Interns will have the opportunity to work with a wide variety of clients throughout the year. The offender population includes individuals who represent the entire range of psychosocial pathology. Among the offenders are clients who are diagnosed as having acute and chronic psychotic disorders, neurotic reactions, character and personality disorders, psychophysiological reactions, and behavioral adjustment reactions. Alcohol and drug addictions are common, as are histories of victimization or trauma. In addition to these problems, some of the clients seen are experiencing difficulties related to their incarceration (e.g., institutionalization and apathy, relationship problems, or difficulties in maintaining family ties), or problems in anticipating their impending freedom (e.g., lack of job skills, fear of responsibility, or anticipation of marital problems).

RESOURCES

The Psychology Department is centralized within the institution. Psychology offices (including intern offices) are located in one area and the drug abuse treatment staff is located in another area. This promotes a professional treatment atmosphere and fosters a close working relationship between staff and interns. Two group rooms are located in the psychology department. All staff and interns have individual office space equipped with personal computers and video equipment. There are up-to-date testing and staff reading libraries as well as internet access to psychology journals. Psychology records are maintained on a computerized database system. Clerical support is currently not available thus proficiency in typing clinical notes into our psychology database is essential.

EVALUATION

Evaluation of the internship is continuous and mutual; supervisors assess the performance of their assigned interns while interns similarly rate the quality of their training. Interns are strongly encouraged to discuss their performance and the evaluation criteria with their assigned supervisor throughout each quarter. On a quarterly basis intern activities and progress are reviewed by the rotation supervisor. The Internship Program Coordinator meets regularly with interns and supervisors to discuss their progress in

training. Interns are also required to complete an evaluation of their training experiences with each supervisor at the conclusion of each rotation. Evaluations are sent to the intern's academic program at the end of each quarter.

In the event of an unsatisfactory evaluation of an intern, the supervisor shall identify areas where improvement is most needed. In these cases the intern will be given additional supervision until performance is raised to an acceptable level. To accomplish this, the evaluation process can take place on a weekly or monthly, rather than quarterly, basis.

GRIEVANCE PROCESS

Interns are encouraged to report all concerns regarding ethical, professional, or administrative problems. Our goal is to resolve any problems at the earliest opportunity. We have found that most issues can be informally resolved in an open discussion with the clinical supervisor, Internship Program coordinator and/or the Chief Psychologist.

In the event an informal resolution is not sufficient, the procedure for submitting formal grievances is covered in detail during orientation and a written copy is provided to interns. In general, if an intern has a complaint or grievance, he/she has grievance rights through the Bureau of Prisons. After notifying the appropriate staff member of the concerns, the intern may then contact a Union officer and direction may be given to file a formal grievance to the Associate Warden (Programs) or the Warden. Of course, it would be in the best interest of the student to keep his/her University representative aware of the complaint and the intern can (and should) present the complaint directly to APA.

INTERNSHIP BENEFITS PACKAGE

Funding for each training year is contingent on continued approval of the training program by the Federal Bureau of Prisons. Psychology interns are appointed at the GS-9 level and receive the following benefits:

- a stipend of approximately \$47,448.00 (per current locality pay scale for GS-9, Step 1) divided in bi-weekly payments over the internship year. Florida has no state income tax.
- 4 hours of annual and sick leave per pay period

- 10 paid federal holidays

Interns are strongly encouraged to maintain their own health, dental and professional liability insurance(s) as the BOP is not able to offer these benefits to interns who are considered temporary federal employees.

TRAINING YEAR

The starting date for the internship includes the last two weeks of August. The exact day changes as it is based on interns beginning at the start of a pay period. Typically on the third Friday in August of the next year the internship ends. Interns who are frugal in use of sick and annual leave may be able to complete the required 2000 hours of training before graduation. However, a certificate of completion will not be issued until the last day of the internship.

LIVING ARRANGEMENTS

Most interns and psychology staff live in Tallahassee. This city is fondly known as **Florida with a Southern Accent** and is a great place to live with many fun and exciting things to see and explore. Tallahassee, located in Leon County, is Florida's State Capital. It has about 250,000 people and the educational, cultural and recreational amenities of a larger city. It is the home of three schools of higher learning. In addition, Tallahassee and its surrounding areas are well known for the vast tracts of national forest and state wildlife preserves. For the beach buff, Tallahassee is located about eighty miles from beautiful beaches on the Gulf of Mexico. Many beautiful rivers and sinkholes are within a short drive of the city. Summer temperatures are hot and humid, typically in the high 90's during the months of June through September. A surprise to many who are not familiar with North Florida temperatures is that December and January are always cold with temperatures hovering in the 40's during the day and dipping to freezing temperatures at night.

With a median rental price of \$950 per month and median home value of \$160,000, interns will have little difficulty locating living accommodations in Tallahassee. The Internship Program Coordinator can provide some literature to assist in relocation efforts.

APPLICATION PROCEDURE

Requirements

Applications are accepted from students enrolled in APA

accredited doctoral programs in clinical and counseling psychology. Prior work experience in a correctional setting is not required, but training and experiences indicative of appropriate interest are important considerations in selections.

To be internship eligible, students must be U.S. citizens, have successfully completed all doctoral course work by the beginning of the internship, have a minimum of 1000 hours of supervised practical experience by the beginning of the internship year, and have theoretical and practical exposure to the more common psychological testing techniques and therapeutic interventions. Preference is given to applicants who have successfully defended a dissertation or similar project proposal prior to the ranking deadline. The Bureau of Prisons is an Equal Opportunity Employer, and encourages the application of minority students.

Application Process

The deadline for complete applications is November 15th although applicants are encouraged to submit their applications earlier. As this internship is a member of APPIC and participates in the National Match process, all applications must be submitted electronically in accordance with the online AAPI procedures established by APPIC. Details regarding the AAPI Online application process for psychology internship are available on the APPIC website at <http://www.appic.org>. Be sure to designate FCI Tallahassee as a recipient of your application.

As completed packages are received, they are ranked according to the applicant's academic achievement, practical experience, match of interests with the main emphases of the program, references, and work sample. Only suitable candidates who appear to be a good fit with our model of training are invited for an interview. In-person interviews are required. While we understand that there may be an unusual circumstance when this is not feasible, feel free to contact the Internship Program Coordinator, Dr. K. Pat Bell, for additional details. All interviews will be completed by January 31st and positions will be filled strictly in accordance with APPIC policy.

All Bureau of Prisons' positions are designated as "sensitive". Consequently, **applicants must successfully complete a security clearance procedure and personnel interview.** For FCI Tallahassee, these interviews may take place at any federal prison, however they must be successfully completed before an applicant is interviewed by the internship staff.

The security clearance will also include **a subsequent background**

investigation and drug screening, all of which will occur after an offer for internship has been made. Please make note that no offer for internship is final until after the intern has successfully completed each of these steps in the clearance process.

Materials

The Internship Application form is standard for all APPIC sites. This online application can be accessed via Web site (<http://www.appic.org/>).

Completed application packages for FCI Tallahassee must include:

- ▲ a current vitae which describes all relevant practicum work, academic, professional and research experience;
- ▲ transcripts of all graduate work;
- ▲ two recommendation letters from graduate faculty or supervisors who are familiar with your clinical work in psychology, as well as with your personal qualifications;
- ▲ one written work sample of an adult assessment case

No applicant will be considered for an interview if their packet is incomplete.

We in Psychology Services are very proud of our program and we look forward to the opportunity to talk with you about it. If, after reading this material, you have questions you'd like answered before beginning the application procedure, contact:

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