**Petition for Program Approval of   
New Clinical Training Site**

* *This Petition is used by students who would like to request that a Potential Clinical Training Site be reviewed for Approval by the MFT Program.*
* *It is fully the right of the MFT Director of Clinical Education to decide whether or not an eligible clinical training site will supervise a student in the UVU MFT program.*
* *Students may not provide therapy at any site until the Clinical Site Supervisor and MFT Director of Clinical Education have signed the MFT Clinical Training Agreement.*
  + *Students must also submit the Petition to Start Hours at Clinical Training Site form.*

**IDENTIFYING DATA - STUDENT**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Student: |  | | | | | Today’s Date: | |  | |
| Address: |  | | City: |  | | State: |  | ZIP: |  |
| Telephone: |  | UVU E-mail: | | |  | | | | |

**IDENTIFYING DATA - CLINICAL TRAINING SITE**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Site Name: |  | | | | | | | | |
| Program Website: |  | | | | | | | | |
| Address: |  | | City: |  | | State: |  | ZIP: |  |
| Contact Name: |  | | | | | Telephone: |  | | |
| Supervisor: |  | Lic, Cert: | | |  | Telephone: |  | | |

**NOTE: Prospective Clinical Training Sites and Supervisors must be in compliance with the professional ethics standards and practice guidelines of the American Association of Marriage and Family Therapists (AAMFT).**

**The Clinical Training Site and Supervisor must practice and permit only those empirically based interventions that follow the current practice guidelines of the AAMFT.**

**DESCRIPTION OF SITE**: (include treatment population, kinds of services offered, non-profit, county or state operated facility, years in operation.)

**DESCRIPTION OF STAFF: (**Number of personnel, licensed, degrees, specialty areas)

**ASSOCIATION WITH UNIVERSITY/COLLEGE TRAINING PROGRAMS:** (Describe or list other educational institutions with which this Clinical Training Site has affiliations.)

**DESCRIPTION OF CLINICAL ACTIVITIES:** (Indicate direct, non-direct activities, supervision and training activities expected and estimated number of hours.) Note: students must have 500 direct hours total, 250 hours direct experience with more than one family member present, and minimally one hour of individual supervision per week.

|  |  |  |
| --- | --- | --- |
| Describe Activity  (individual, couple, family, intake, psyched, report writing, research, program development, etc.) | Type of Hours  (direct/indirect/supervision/training) | Average Weekly Time |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Are you able to videotape at this Clinical Training Site?** [ ] Yes [ ] No

**DESCRIPTION OF SUPERVISOR’S CREDENTIALS:** (licensed marriage and family therapist, Utah-Approved Supervisor, AAMFT)

**DESCRIPTION OF SUPERVISION SCHEDULE:** (Your Clinical Site Supervisor must agree to minimally one hour per week of individual supervision.)

**NOTE: Prohibition of use of workplace and for training experience**

The MFT degree program does not allow use of the student’s workplace as a Clinical Training Site. If the student is employed by the potential training agency, student must petition the MFT degree program for permission to use the worksite, and must demonstrate in writing the administrative separation of work and training site (training supervisor and employment supervisor report to different supervisors), as well as separation of employment and training client populations. Both the potential training supervisor and employment supervisor must sign off on the student’s written request.

**NOTE: Nondiscrimination at Clinical Training Sites**

The UVU MFT Program has a policy of non-discrimination against students with regard to race, age, ethnic background, sexual orientation, genetic marker, or any other characteristic protected by state, local, or federal law. The UVU MFT program is committed to fostering the training of members of groups currently under-represented in the profession of counseling. The UVU MFT program expects students to provide direct therapy services to diverse, marginalized, and/or under-served communities.

Clinical Training Sites approved by UVU’s MFT program are expected to conduct their selection and training of students in a non-discriminatory manner. Clinical Training Sites are expected to select applicants without regard to race, sex, age, ethnic background, sexual orientation, genetic marker, or any other characteristic protected by state, local, or federal law unless there are compelling legal or therapeutic reasons for limiting the applicant pool. Clinical Training Sites that have a selection policy that disallows students based on any of the above criteria must notify the MFT degree program and clarify the legal (e.g., bona fide occupational qualifications) or therapeutic rationale for such policies. The MFT degree program will approve such Clinical Training Sites only if, after consultation, it is determined that an adequate legal or therapeutic rationale exists for the selection policies.

**Return this completed form to: UVU MFT Director of Clinical Education**

MFT PROGRAM DECISION – COMPLETED BY PROGRAM ADMIN ONLY

**Provisional\* Initial Approval Status of Site:**

|  |  |
| --- | --- |
| Approved as a Clinical Training Site for MFT Students |  |
| Undetermined. Will need additional information. |  |
| Not Currently Approved as a Clinical Training Site for MFT Students |  |

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Director of Clinical Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Final Initial Approval of a Site requires documentation of supervisor license and supervisor credentials. Approval also requires a meeting with Director of Clinical Education.

Ongoing Approval of a Site requires ongoing professional communication and completion of responsibilities by Site and Supervisor.