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University of North Texas/UNT Health Sciences Center
CONSORTIUM PROGRAM IN
CLINICAL HEALTH PSYCHOLOGY & BEHAVIORAL MEDICINE

2009-10 DOCTORAL STUDENT MANUAL

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Please note. This manual summarizes those special requirements of the Clinical Health Psychology and Behavioral Medicine Program and is not to be seen as a substitute for requirements of the Graduate College and Department. You must fulfill all requirements for the Graduate College and Department and where discrepancies exist, the Graduate College requirements take precedence. We have tried to ensure that there are not inconsistencies, but when policies change, you are bound to those requirements of the College and Department.

PHILOSOPHY & GOALS

The Clinical Health Psychology and Behavioral Medicine (CHPBM) Program is a consortium program between the Department of Psychology at the University of North Texas-Denton (UNT-Denton) and the Department of Psychiatry at the University of North Texas Health Sciences Center (UNTHSC). Students in the program earn a doctoral degree in Health Psychology/Behavioral Medicine from UNT-Denton. Students complete most of their coursework and their Dissertation at UNT-Denton. At the UNTHSC, they complete a yearlong preceptorship that includes coursework and clinical practicum. All students complete a full-time internship prior to graduation.

The program is designed to prepare students to work as clinical researchers and practitioners in health care settings. The program provides broad and general training in the foundations of psychology as a scientist-practitioner program. It is accredited by the American Psychological Association as a Clinical Psychology Program, and as such, provides broad and general training in psychological assessment and intervention. Students are exposed to professional roles that represent the activities of clinical psychologists who study the psychology of health and provide behavioral medicine services.

EMPHASIS & ORIENTATION

The theoretical emphasis of our doctoral program is one based on knowledge of the physiological and psychological antecedents of illness and health. The emphasis on clinical health psychology and behavioral medicine is to integrate biological and behavioral science approaches to the promotion of health, the prevention and treatment of illness, and the identification of etiological and diagnostic correlates of illness and health. Our program emphasizes an interdisciplinary understanding of biopsychosocial factors relevant to health and illness and the applications of this knowledge to prevention, diagnosis, treatment, and rehabilitation.

The program has embraced evidence-based approaches to the assessment and treatment of disorders. Treatment strategies are explicitly aimed at reducing the overt physical and behavioral manifestations that constitute the person's complaint. Common techniques involve the use of medication, surgery, psychotherapy, meditation, biofeedback, relaxation training, dietary control, stress management, or the application of environmental contingencies, depending on the training and background of the care provider. Psychologists need preparation to collaborate closely with providers from other disciplines in order to integrate our unique service resources.

Our program, like the Psychology Department as a whole, has adopted a scientist-practitioner model. We expect familiarity with a broad range of conceptual models and their applications for health and beneficial changes in human behavior. Our students are exposed to counseling methods, clinical assessment, psychopathology and psychotherapy in the same coursework and settings as the Clinical Psychology and Counseling Psychology Programs at UNT. In addition, students complete a one-year preceptorship in the Department of Psychiatry at the University of North Texas Health Sciences Center (UNTHSC). During this preceptorship year, students rotate through the medical clinics at John Peter Smith Medical Center and the UNTHSC hospitals and take coursework at UNTHSC. All students complete a one-year, full-time clinical internship which involves major rotations in Clinical Health Psychology.

PROGRAM OBJECTIVES

Our overall objective is to train professional psychologists, within the context of our core values, who demonstrate the competencies in the delivery of psychological services and in conducting independent research. Upon completion of the program, graduates must:

1. Demonstrate the knowledge and skills necessary to understand and conceptualize the behavior of individuals and groups within a biopsychosocial approach to the maintenance of health, the occurrence of illness, quality of life, and the restoration of wellness.
2. Demonstrate the ability to conduct methodologically sound psychological

research relevant to the practice of clinical health psychology and to demonstrate the proficiency to critically evaluate the research of others.

3. Demonstrate the requisite knowledge and skills for entry into the practice of Clinical Health Psychology.
4. Demonstrate the expertise in professional communication in terms of case conceptualization, research, professional practice, and scholarship. This includes both written and oral communication skills.
5. Exemplify a social justice perspective in their research and clinical practice.

PROGRAM ADVISORS

Admission to the Clinical Health Psychology and Behavioral Medicine Program is only made when one or more faculty members appear to share general scholarly and empirical interests with the applicant. During the first semester, all students should meet with those individuals with whom they seem to have a strong overlap and select a program advisor who will serve as a mentor and research director. In addition, they should continue to work with that individual and other faculty to support and promote your professional development. Occasionally, student and faculty interests change so substantially that there is a need to select a new faculty advisor. Changing advisors involves an agreement between the student and proposed advisor with input from the previous advisor and the program director.

Program advisors have the responsibility for helping students with program planning and other academic advisement including signatures on all departmental forms. The program advisor is also responsible for monitoring student progress in the following areas: (a) academic performance, (b) the development of research skills and scholarly works, (c) the development of clinical skills, (d) adherence to ethical standards in professional activities, and (e) satisfactory advancement in meeting the requirements of the doctoral program. The program encourages students to meet frequently with their program advisor on these matters. Should difficulties arise, preliminary problem-solving efforts originate with the program advisor and program director. It cannot be

stressed enough that it is important to work closely with the program advisor and program director to find early solutions for problems that arise.

Student must be involved in ongoing research activities throughout their training. This may involve 10 - 20 hours per week (depending on laboratory training demands) so that basic investigative skills are developed along with mastery of a body of research relevant to the student's interests. This should culminate in the establishment of a productive research agenda. Students may also become involved in research projects with health professionals other than your advisor. This will occur as opportunities arise on campus, at practicum, during the preceptorship or internship years.

PROFESSIONAL REQUIREMENTS

Ours is a professional as well as an academic program. Consequently, the faculty members are responsible to the public and to the field for insuring that graduates of the program have adequate knowledge and skills, and demonstrate responsible behavior in their scientific and service delivery activity. This responsibility exists while a student is enrolled or on a temporary leave. Graduate students are expected to behave in accordance with accepted professional and ethical standards. Guidelines for adequate professional behavior are provided in part by the American Psychological Association and Texas Psychological Association and all students are expected to adhere to each of these principles.

Related publications are listed below:

Ethical Principles of Psychologists

Ethical Principles in the Conduct of Research with Human Participants

Standards for Education and Psychological Tests

Texas Law and the Practice of Psychology

All research and service delivery settings have local practices and procedures. It is the responsibility of students to acquaint themselves with appropriate agency regulations, etc. upon joining the site and before commencing with professional activities.

ANNUAL REVIEW OF STUDENTS

Along with feedback on students' progress, the advisor may make recommendations to the student and the program committee. Once a year or as necessary, the program committee will review the evaluation of students and take appropriate action based on the recommendation of the advisors. The usual student can expect to progress adequately in all areas, and this achievement will be recognized by continued sponsorship by the program committee. Outstanding achievement is further recognized by the student's nomination for program, departmental, and university commendations and awards.

Students who appear unlikely to succeed professionally, regardless of grades earned, are subject to dismissal from their degree program. Students who do not make satisfactory and continuous progress through their program may be separated from their program. Students are in good standing in part by maintaining a GPA of 3.00 or greater.

In the Spring of each academic year, students complete annual review forms in preparation for program review. The program committee reviews the academic progress of students in terms progress in three areas: Coursework, Practicum, Research and Professional Development. Students are expected to make satisfactory progress in each of these areas and will be informed of any identified weaknesses. All students will receive written feedback on areas of apparent strength and of need for improvement. When areas for improvement are identified, the letter also will recommend specific steps and a time frame for improvement. Students are asked to work in consultation with their program advisor to achieve a successful outcome. Students meet with the program committee at the following meeting to appeal an unfavorable evaluation.

On rare occasions, advisors may identify serious deficiencies in one or more areas that are evaluated. These deficiencies may be reported to the program committee during the annual review process or during one of the regular meetings of the committee. In this case, and depending upon the severity of the deficiencies, the

recommendation may be to place the student on probation or to separate the student from the doctoral program.

When the recommendation concerns probation, students meet with the program committee at the following meeting to discuss their apparent deficiencies and the recommendation of probation. If the program committee decides on probation, students are asked to meet with their program advisor in order to formulate a plan of action to restore their good standing in the program. The program committee then reviews this action plan to determine if additional requirements are to be added.

Separation of the student from the doctoral program in psychology will occur if (a) very severe deficiencies exist and a period of probation does not offer a constructive course of action, or (b) the student fails to make satisfactory improvement in area(s) of deficiency during a probationary period.

When the recommendation of the program committee is to consider separation of the student from the program, the procedure described in the UNT Psychology Department Student Handbook is followed.

FACULTY-STUDENT COMPLAINTS

From time to time, professionals in academic, organizational, or health care settings encounter difficulties that arise in their relationships with other professionals. These sorts of problems also can arise in professional training relationships. Faculty and students strongly are encouraged to work out problems and difficulties with one another within their professional relationship. When the results of these efforts are unsatisfactory to either party, the difficulty may be brought to the program committee for resolution. Resolution begins with an advisory phase. During this phase, the student identifies to the program director a program faculty member to serve on the advisory committee. The faculty member also identifies a program faculty member to the program director to serve on the advisory committee. The appointees identify a third program faculty member to the program director to serve on the advisory committee and to chair the committee. This ad hoc committee is charged by the program director to meet with all parties and their designees in order to understand the

complaint and to deliberate on their recommendation. Their findings and recommendations are considered by the program committee meeting for determination of a course of action to try to resolve the complaint.

GRADE APPEALS

The procedure for grade appeals is provided in the UNT and UNTHSC Graduate School Catalogs.

DISABILITY ACCOMMODATION, DISCRIMINATION, HARASSMENT

The program cooperates with the Office of Disability Accommodation (ODA) to make reasonable accommodations for qualified students with disabilities (cf. Americans with Disabilities Act and Section 504, Rehabilitation Act). If you have not registered with ODA, we encourage you to do so. Please present your written Accommodation Request to your instructors on or before the 12th class day. If you experience any problems in getting reasonable accommodations, please contact the UNT or UNTHSC Psychology Department Liaison or the ODA. Also, the program complies with the University's policies concerning discrimination and sexual harassment. If you have any complaints please contact the UNT/UNTHSC departmental chairperson or UNT/UNTHSC Equal Opportunity Office.

DEGREE PROGRAM

The program in clinical health psychology & behavioral medicine requires completion of the departmental and program core courses, satisfactory performance in clinical practicum, satisfactory performance on pre-dissertation research, completion of the doctoral dissertation, completion of a pre-approved one-year predoctoral clinical internship, and satisfaction of the foreign language/ research tool requirement. Students may enter the program holding either a bachelor's or masters' degree. A student may transfer a maximum of 12 semester hours. All transfer credit is subject to approval by the student's advisor.

The typical course load is three courses or 9 hours. The maximum course load each semester is four courses or 12 hours. Students must maintain a minimum course load of nine hours each semester in order to qualify for full-time status and meet residence status. Students who are involved with one-half time (20 hrs per week) assistantships or nondepartmental employment are restricted to a maximum (and minimum) course load of 9-10 semester hours (three courses). Students who are involved with quarter-time assistantships or nondepartmental employment are restricted to a maximum course load of 12 semester hours and a minimum enrollment of six semester hours. Slight overages are readily permissible when they occur as a result of one-hour labs that accompany some courses. Otherwise, prior program approval must be obtained for a student to undertake a course overload or register for less than the minimum hours required. Requests for a temporary leave of absence should be filed with the program committee in advance of the leave (See Department Graduate Manual for details).

The model program coursework is listed below. Listed courses (by number) are required. Electives can be selected from approved electives offered at either UNT Denton or UNTHSC Ft. Worth.

Departmental Core:

Course	Semester Typically Taken
PSYC 5060 History and Systems (3 hrs)	Summer, Year 01
PSYC 5640 Cognitive and Affective Bases of Behavior (3 hrs)	Fall, Year 02
PSYC 5090 Social Psychology (3 hrs)	Spring, Year 02
PSYC 5700 Quantitative Methods I. (4 hrs)	Fall, Year 01
PSYC 5710 Quantitative Methods II. (4 hrs)	Spring, Year 02
PSYC 5790 Physiological Psychology (3 hrs)	Summer, Year 01

Program Core (UNT-Denton):

Course	Semester Typically Taken
PSYC 5010 Human Development (3 hrs)	Spring, Year 02
PSYC 5070 Medical & Behavioral Disorders (4 hrs)	Fall, Year 03
PSYC 5420 Assessment I (4 hrs)	Fall, Year 01
PSYC 5430 Assessment II (4 hrs)	Spring, Year 02
PSYC 5780 Psychopathology (3 hrs)	Spring, Year 01
PSYC 6110 Issues in Behavioral Medicine Consultation (3 hrs)	Summer, Year 01
PSYC 6200 Advanced Topics (Health Psychology Interventions) (3 hrs)	Spring, Year 03
PSYC 6400 Research Methodology Applications (3 hrs)	Spring, Year 02
PSYC 6650 Psychoneuroimmunology (3 hrs)	Fall, Year 03
PSYC 6760 Psychotherapy Methods and Behavioral Medicine (4 hrs)	Fall, Year 01 or Year 02
PSYC 6810 Multivariate Procedures in Psychology (3 hrs)	Fall, Year 02
Required: 3 hr elective	variable

Program Core (Practicum/Internship):

Course	Semester Typically Taken
PSYC 5830 Practicum (1 hr)	Fall, Spring & Summer, Year 01
PSYC 5830 Practicum (2 hr)	Fall, Spring & Summer, Year 02 Fall and Spring, Year 03
PSYC 6840 Predoctoral Internship (1-3 hrs)	Fall, Year 06
PSYC 6850 Predoctoral Internship (1-3 hrs)	Spring, Year 06

Program Core (Research):

Course	Semester Typically Taken
PSYC 5950 Master's Thesis (3 hrs)	Fall & Spring, Year 03
PSYC 6950 Doctoral Dissertation (3 hrs)	Spring, Year 04 and Fall & Spring, Year 05

Program Core (UNTHSC):

Course	Semester Typically Taken
PSYC 6396 Clinical Health Psychology Preceptorship I (3 hrs)	Fall, Year 04
PSYC 6397 Clinical Health Psychology Preceptorship II (3 hrs)	Spring, Year 04
BMSC 5231 Introduction to Health Disparities in the United States (2 hrs)	Fall, Year 04
PHRM 6410 Basic and Clinical Pharmacology	Fall, Year 04
PSYC 6780 Cardiovascular Health (3 hrs)	Spring, Year 04
PSYC 6391 Special Problems (3 hrs)	Spring, Year 04

FOREIGN LANGUAGE/RESEARCH TOOL

Students must satisfy the Graduate School requirement of the reading knowledge of a modern foreign language or research tool course of study. Most students in the program satisfy this requirement with their research methods coursework

PRACTICUM: PSYC 6830

Students are required to complete four years of approved practicum. The first three years, students are assigned to teams in the departmental Psychology Clinic. In Year 03, students must continue in the Psychology Clinic, but have the option of completing practicum at an approved external site. During Year 04 students complete a one-year preceptorship at the UNTHSC. A fifth year of practicum is not mandatory unless a student has failed to show minimal competence during the first four years.

All students need to log practicum hours in their personal file also located in the PSYCHOLOGY GRADUATE OFFICE on the Practicum Log forms. This is your only official record of practicum activities for internship and licensure applications. **It is your responsibility to maintain accurate and current logs of practicum hours.** Practicum supervisors must complete and sign the Practicum Evaluation Rating Form and the Practicum Log Summary Sheet before a grade will be assigned for each enrollment. Practicum students must sign the Practicum Evaluation Rating Form and fill

out the Practicum Site Evaluation Form before a grade will be assigned for each enrollment.

CLINICAL INTERNSHIP PSYC 6840, 6850; 1 SCH each

All students are expected to complete an APA Accredited internship with a major emphasis (rotation) in Clinical Health Psychology. With the approval of the program committee, students may satisfy this requirement with a non-accredited internship or at an internship site with minimal Clinical Health Psychology training. However, the program committee must approve alternative sites in advance. In order to apply for internship, student must have (1) successfully passed the comprehensive examinations, (2) successfully defended their dissertation proposal, (3) completed or be enrolled in the year-long UNTHSC preceptorship, and (4) met minimal criteria for practicum.

GENERAL RESEARCH REQUIREMENTS

Students are expected to be continuously involved in supervised research. This includes pre-dissertation research and successful completion of a doctoral dissertation. The pre-dissertation requirement can be fulfilled on of two ways. Either by completion of a master's thesis or completion of two PSYC 6610 projects. Current preference is that all student use the master's thesis option.

Students with previous experience may meet some of the pre-dissertation research requirements if they either completed a thesis project as part of their master's degree or through research published in a peer reviewed journal where they were either the first or second author on the paper. No student can fulfill all of the pre-dissertation research through work completed prior to enrolling in the program.

Master's Thesis

Students who select this model must complete a committee driven master's thesis following the Graduate College guidelines. This project must be completed prior to the UNTHSC Preceptorship and prior to beginning the doctoral dissertation.

PSYC 6610, 8 SCHs

Students who select this option must complete at least two research projects worthy of publication and on which the student is first or second author before approaching dissertation. Students who successfully complete their 6610 research projects **by the end of the second and third year respectively** are showing satisfactory progress on this aspect of their professional preparation. These research projects are based on empirical data and written in accordance with APA publication guidelines. This would include research based on archival data and meta-analysis. Prior program approval may be sought to substitute a scholarly conceptual paper or critical review of the literature. A 6610 research project is completed when **FINAL** publisher ready copies of articles are filed in your folder in the department's graduate office. **Copies of poster presentations, etc. do not substitute for "extended reports" of research findings.** An **extended report** includes comprehensive sections on the introduction, method, results, and discussion comparable to the usual journal article. Successful completion of articles precede internship application. A research thesis, accepted by the graduate school as part of an earned master's degree, can meet the requirement for one 6610. A grade of "A" is awarded for a publishable research article which is submitted for: (a) publication in a refereed journal, (b) presentation at a regional, national or international professional society, or (c) blind review by a professional colleague within the University or at another university. A grade of "B" or below is awarded at the discretion of the research advisor.

DISSERTATION: PSYC 6950; 12 SCHs

The dissertation is viewed as a rigorous measure of the student's breadth of understanding and scientific base of psychological work, and the depth of his/her ability to integrate concepts into a systematic schema from which assumptions and hypotheses can be tested and reasonably interpreted. Dissertation research and subsequent comprehensive oral examination of high quality marks the student as a serious scholar. Students may defend a dissertation proposal only after successfully completing the general core, qualifying examination, and the language requirements.

Once a student has begun enrollment in Psyc 6950, continuous enrollment is required (12 semester hours will be given credit). A final comprehensive examination and dissertation defense will be administered upon completion of the dissertation.

Dissertation Committee

The Dissertation Committee has three members. Three members of the committee must come from the Psychology Department and/or the Program Committee. All members must be on the graduate faculty of UNT/UNTHSC. The student must also designate a major professor from among those three members. The student subsequently may change who is designated as major professor and other members of the committee to the extent that there is a change in research area. If needed, students must file a degree plan change with the Graduate School before the dissertation proposal meeting.

On occasion, you may wish to have a psychologist outside of the UNT/UNTHSC system on your committee. Others may be at an internship site or practicum site where you are collecting data. There are obvious reasons for this person's presence on your committee. There are several solutions here: (1) The easiest is to add the person as a fourth member of your committee pending approval of the graduate school, (2) If they have adjunct status with the department, then they may serve on your committee (there can be only one adjunct professor on your committee).

FILING THE DEGREE PLAN

You are required to file a doctoral degree plan after 12 semester hours of study during your first year. Students who elect to also obtain a master's degree are strongly urged to file this degree plan during the first semester of graduate study. Approval for course registration will be withheld from students when entering the second year of graduate study unless a doctoral degree plan has been filed. See the Psychology Department's Graduate Student Handbook for more information about completing the degree plan.

THE CONCENTRATION CORE EXAMINATION

The purpose of this examination, indeed any doctoral qualifying examination, is to allow you to demonstrate your attainment of the knowledge and practice minimally necessary for a doctor of philosophy degree. Traditionally, the expectation in conducting such examinations is that the student has fundamentally completed his/her predoctoral education, not only showing a sufficient mastery of any specific education or training tasks, but has also integrated knowledge and practice learned as a part of his/her ongoing general scholarly and professional study. These examinations presuppose that you have reached the level, if not yet the status, of an expert in your chosen field, and are capable of expressing your expert opinion. A qualifying examination comes near the end of graduate studies, is comprehensive in nature, and precedes your admission to doctoral candidacy. Students must show mastery in ALL FIVE areas of evaluation.

I. General Knowledge of Psychology

II. Psychological Measurement and Research Design

III. Conceptual Approaches to Health and Illness

IV. Scholarly & Professional Issues

V. Clinical Methods: Assessment & Treatment Interventions

Students may satisfy the first four sections of the core examination by taking the EPPP exam and passing at the doctoral level. Interested students should discuss this option with the program director and their doctoral advisor.

OUTSIDE EMPLOYMENT

The Texas State Board of Examiners of Psychologists has established regulations for the use of supervised students in the practice of psychology whether it is compensated or not. This may even extend to services as a volunteer. The following information summarizes our program policy in regard to compliance with these regulations.

1. Students are required to enroll in practicum for each semester that they are involved in the supervised practice of psychology. Advanced Practicum (6820-30) sections are offered Fall, Spring, and Summer I (extended course).
2. This program manual stipulates and clearly describes the course work to be completed in conjunction with each practicum enrollment.
3. Students must maintain practicum logs in an accurate and timely fashion that documents all approved supervised practice before internship.
4. Training document agreements require that students be supervised at all times while the activities or services are being performed.
5. Our program does not approve fee for service practicum work. Rather and where applicable, students are awarded clinical training stipends of fixed amounts for particular practicum rotations.
6. Incompletes ("I's") are issued to students who are continuing practicum during a semester break in order to complete practicum requirements left over from the previous semester.
7. Students on training stipends must enroll each semester of the stipend but take an incomplete to cover the semester break.
8. No one should engage in the unlicensed practice of psychology. The site is violating the licensing act, and students would be "aiding or abetting the unlicensed practice of psychology," "regardless of whether the services or activities provided are compensated."
9. Student liability insurance does not extend to the unlicensed practice of psychology.
10. Applicants for licensure are asked by TSBEP and many other state boards whether they have ever engaged in the unlicensed practice of psychology.

Students delivering health services are at risk if:

1. You are delivering human services that are being represented as psychological in nature or may be construed or interpreted as such by recipients and other professionals. Even as a volunteer for a social agency, your introduction as a

student in psychology training implies special knowledge and skills not offered by lay volunteers.

2. You are not enrolled in practicum nor at a site with a contractual relationship with the program.
3. You are not licensed or certified by a regulatory board or exempt from this regulation for other reasons.
4. You do not have student liability insurance.
5. You do not have an updated employment form (see program manual) on file but you are employed in health service delivery.

Please be aware of a departmental form which is available for outside employment through the Psychology Graduate Office. If your employment involves any form of human service delivery that anyone may see as psychological in nature, then it is imperative that you keep your file up to date with respect to this employment opportunity. If you are doing any form of volunteer human service delivery that may be construed as psychological in nature, you will need to have this completed form on file. If your human service delivery is under the supervision of someone other than a licensed psychologist, you should have a letter of contract that your activities are those of a medical technician or aide under the supervision of a physician or as a nurse's aide under the supervision of an R.N., etc. In no way should you be presented as a psychology trainee or student when you are being supervised by someone other than a psychologist. If you are completing a practicum for which you have received a student traineeship in agreement with UNT, this form will not be needed for this placement. The department requires that graduate students be in compliance with APA ethical guidelines, the state of Texas Licensure Law, and University regulations in all external employment.