

Guidelines and Definitions for CSUN Fieldwork Hour Logs

Client Contact Hours

1. Individual Therapy Child or Adult
 - a. The therapist is in the room facilitating therapy with one client/participant.
2. Process Group with Individuals:
 - a. The therapist or co-therapists is/are facilitating a process group with 2 or more people who are not related or in a relationship with each other.
 - b. A process group is therapeutic in nature and typically involves clients/participants sharing experiences, thoughts, and feelings.
 - c. Process groups often involve working with specific problems or diagnosis such as low self-esteem, eating disorders, anger management, depression, anxiety, survivors of sexual abuse or domestic violence, etc.
 - d. The therapist facilitates processing through talk or experiential activities such as art, play, or music, etc.
3. Relational therapy:
 - a. The therapist or co-therapists is/are is in the room facilitating relational therapy with more than one person; typically a couple or family grouping.
 - b. Relational therapy can include but is not limited to parents, siblings, parent-child dyads, roommates, etc.
4. Process group with Couples/Families:
 - a. The therapist is or co-therapists is/are facilitating a process group with 2 or more people who are related or in a relationship with each other.
 - b. Relational therapy can include but is not limited to groups with parents, siblings, parent-child dyads, roommates, etc.
 - c. A process group is therapeutic in nature and typically involves clients/participants sharing experiences, thoughts, and feelings.
 - d. The therapist facilitates processing through talk or experiential activities such as art, play, or music, etc.
 - e. This does not typically include psychoeducational groups or parenting groups UNLESS those groups have a process portion in which participants share experiences, thoughts, and feelings.
5. Groups of Children in schools as relational:
 - a. Groups with sets of siblings that are helping each other solve "problems."
 - b. Groups with sets of parent(s) and children that are working on family relationships and children's development.
 - c. A group of children unrelated by family membership that do have ongoing, meaningful relationships and are addressing its own relationships and "problems" and applying at least some systemic ideas and practices (e.g. group of children of divorced families; group of LGB and/or T children; immigrant children).

- d. A group of children unrelated by family membership that are doing some type of family of origin work.

The following may not be counted as relational: a class or group that is meeting for social skills development or other psychoeducational work (can be alternative hours); a group of children unrelated by family membership that only meets for one or two "support" sessions (can be alternative hours).

Alternative Hours

1. Reflecting teams:
 - a. When the therapist is a part of team or supervision group observing a live (real time) therapy session and participates in the session with the client(s) by offering feedback or reflecting during the therapy session.
2. Telephone/tele-medicine Counseling:
 - a. Facilitating therapy/processing during a telephone call.
 - b. Crisis intervention and safety planning during a telephone call.
3. Psychoeducational groups:
 - a. A group setting in which the therapist provides clients with information on a specific topic.
 - b. While clients/participants may ask questions related to the content, processing and sharing are not a part of the session.
4. Face-to-face or telephone client centered advocacy
 - a. Researching, identifying, and accessing resources or other activities related to obtaining or providing services and supports for clients or groups of clients currently receiving therapy or counseling services.
 - b. This may include consultation with doctors, psychiatrists, social workers, teachers, school counselors, etc. on behalf of a current client.
 - c. The above activities are counted when completed for specific current clients not in pursuit of new clients.
 - d. Client centered advocacy does not include the daily and regular work of therapy such as checking messages and voicemail, scheduling appointments, planning therapy sessions, advertising, or presenting material to get new clients.

Supervision

1. Individual Supervision Case Report: One-on-one discussing cases
 - a. When the trainee meets face-to-face one on one with their supervisor and discusses their cases.
 - b. May be counted in 1-hour increments.
2. Individual Live Supervision: One-on-one with video recording or observation w/supervisor
 - a. When the trainee meets face-to-face one on one with their supervisor and shows a video of him or her self facilitating therapy.

- b. When the trainee is observed facilitating therapy in real time either in the room, via a one-way mirror, or via video monitor one-on-one with their supervisor.
- 3. Group Supervision Case Report: Discussing cases in groups of 8 or less
 - a. When the trainee meets face-to-face in a group with their supervisor and discusses their cases.
 - b. May be counted in 1-hour increments but must be a minimum of 2 hours in the same week.
- 4. Group Supervision Live:
 - a. When the therapist or any other group member shows a video of themselves doing therapy.
 - b. When the therapist or any other group member is observed facilitating therapy in real time either in the room, via a one-way mirror, or via video monitor with their supervisor.
 - c. Video recordings or live sessions of any group member may be counted for all group members.