



Psychology Internship Program

Wilmington Veterans Affairs Medical Center
1601 Kirkwood Highway
Wilmington, Delaware 19805
(302) 994-2511

MATCH NUMBER: 230311

Application Deadline: November 18, 2022
Interviews: Early- Mid January 2023
Internship Start Date: July 31, 2023

Accreditation Status

The psychology internship at the Wilmington VAMC is not yet accredited by the American Psychological Association; however, has been authorized for an APA site visit. Consequent to ongoing delays caused by the pandemic, our site visit cycle is projected to be in Winter 2023 [January-May]. Graduates of this internship program prior to accreditation are eligible to apply for postdoctoral fellowship positions and employment within the VA.

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

Office of Program Consultation and Accreditation
American Psychological Association
750 1st Street, NE, Washington, DC 2002h
Phone: (202) 336-5979
E-mail: apaaccred@apa.org
Web: <http://www.apa.org/ed/accreditation>

TRAINING DIRECTOR

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<https://www.va.gov/wilmington-health-care/work-with-us/internships-and-fellowships/psychology-training-internship-program/>

- A more closely scrutinized supervision time conducted by the regularly scheduled supervisors in consultation with the Training Committee
- A change in the format, emphasis, and/or focus of supervision
- A reduction in the intern's clinical or other workload
- A requirement of completion of specific academic coursework

The Training Committee will determine the duration and termination of the probationary period. If it is determined that there has not been sufficient improvement to remove an intern from probationary status, the members will implement the stated consequences. A memorandum will be sent to the intern informing him or her that the conditions for terminating probation have not been met and the course of action taken by the training committee. If at any time an intern disagrees with the aforementioned sanctions, the intern can implement the Appeals Procedures, delineated below.

Consequences for unsuccessful remediation may include:

1. The continuation of the probation for a specified period of time
2. The intern may be placed on Administrative Leave for a limited time and be suspended from engaging in certain professional activities until there is evidence that the problematic performance in question has been rectified. Administrative leave is only recommended in cases where a determination has been made that the welfare of the intern's patients or consultation sources has been jeopardized. Administrative Leave denotes the temporary withdrawal of all responsibilities and privileges at the medical center for a specified period of time. At the end of the suspension period, the Training Committee and relevant hospital staff (i.e. Chief of Psychology, Associate Chief of Staff of Behavioral Health, Designated Education Officer, and Chief of Staff) at the Wilmington VA Medical Center will assess the intern's capacity for returning to provide direct services.
3. The Training Committee may inform the intern and relevant hospital staff that the intern will not successfully complete the internship if the intern's problematic performance does not change. If by the end of the training year, the intern has not successfully completed the training requirements, the Training Committee may recommend that the intern not graduate from the program. The intern will then be informed of internship noncompletion. The intern's graduate training program will be informed that the intern has not successfully completed the program. The Training Committee may specify to the graduate program or licensing board the settings in which the former intern can and cannot function adequately.
4. The Training Committee may inform the intern that the Committee is recommending that the intern be terminated immediately from the internship program and the above specified entities may move to terminate the intern from the program.

Dismissal from the internship denotes the permanent withdrawal of all medical center responsibilities and privileges. The decision is made after an especially serious breach of conduct, when physical or psychological harm to a patient is imminent, and/or reasonable efforts to rectify a significant deficiency have been unsuccessful. If at any time an trainee disagrees with the aforementioned sanctions, the intern can the Appeals Procedures, delineated below.

Hearing and Appeal Procedures

Interns will be allowed continuous opportunity to respond to the aforementioned notifications. In the event that an intern does not agree with any of the aforementioned notifications, remediation process, sanctions, or the handling of a grievance – the following appeal procedures will be followed:

1. The intern will file a formal appeal in writing, with all supporting documents, to the Associate Chief of Behavioral Health. The intern must submit this appeal within 5 working days from their official notification of any of the above (notifications, remediation process, sanctions, or handling of a grievance).
2. Within five working days of receipt of a formal written appeal from an intern, the Associate Chief of Behavioral Health will consult with the Chief of Psychology, members of the Psychology Training Committee, and the Designated Education Officer to decide whether to implement a Review Panel or respond to the appeal without a Panel being convened.
3. In the event that an intern is filing a formal appeal in writing to disagree with a decision that has already been made by the Review Panel and supported by the Associate Chief of Behavioral Health, then that appeal is reviewed by the Chief of Staff in consultation with the Psychology Training Committee and Designated Education Officer. The Chief of Staff will determine, within 10 working days, if a new Review Panel should be formed to reexamine the case, or if the decision of the original Review Panel is upheld. Intern will be notified immediately upon determination.

Appendix B

Wilmington VA Medical Center Psychology Internship Program Intern Grievance Procedures

The Wilmington VA Medical Center treats interns with dignity and respect, and hold them accountable to the same professional standards as staff and faculty. We promote collegial relationships with our interns and support them in their professional development. As such, we understand that, although not common, occasionally an intern may experience a conflict during their internship year. This might include a conflict with a rotation, conflicts between intern and supervisor/staff member, general dissatisfaction with any training experience, or any other global concerns. The Training Committee expects that the majority of problems can be dealt with directly. As professionals, we expect that an intern will first attempt to handle any grievance directly through direct communication. However, it is also understood that this is not always possible. The following identifies the steps an intern should take if there is a grievance against a supervisor or other staff.

Informal Grievance

It is expected that most problems can be resolved through an informal process. The informal process is face-to-face and oral, thus no written documentation will be generated, preserving all the parties' confidentiality.

1. Intern should request a meeting with the primary supervisor and inform supervisor about the intern's concerns. This meeting should occur within 5 working days of the request.
2. If the situation cannot be resolved through direct communication, then either the supervisor or the intern can request that the Training Director act as a mediator or request that a mediator be assigned to assist in resolution through discussion. This request should be made within 5 working days of the above meeting and a mediation meeting should be convened no later than 2 working weeks of the receipt of the request. A mediator may also make recommendations. An intern may request to change rotations or other training experiences. All changes must be discussed by the Training Committee and a decision made no later than 1 working week of the receipt of the request.

Formal Grievance

If the above attempts are unsuccessful or if the intern would like to engage in a formal process, the intern may also file a formal grievance in writing with the Training Director or with the Chief of Psychology if the grievance is regarding the Training Director. The following steps will be taken in the case of a formal grievance:

1. The Director of Clinical Training at the intern's graduate school will be informed about the grievance in writing within 5 working days.
2. The Training Committee will meet with the intern and an intern representative if the intern chooses, within 5 working days of the receipt of the grievance.
3. The Training Director will attempt to resolve the issues addressed in the formal written grievance within 2 working weeks of the meeting and may consult with the

Training Committee, the Chief of Psychology, Associate Chief of Staff of Behavioral Health, and Designated Education Officer (DEO) as deemed necessary.

4. If the grievance is against a member of the Training Committee, that person must excuse him or herself from the decision making process.
5. An intern's professional development is very important in the decision making process. Recommendations by the Training Committee may include a change in the program structure, a change in supervisors, or a change in rotation.
6. If the intern remains dissatisfied with the resolution, the intern has the right to appeal through the procedures outlined in the Appeal Procedures or informing his or her graduate program, the American Psychological Association, and the Association of Psychology Postdoctoral and Internship Centers.