



## **NM-PIC Policy: Selection and Academic Preparation Requirements Policy**

The New Mexico Psychology Internship Consortium currently offers three full-time intern positions, one position at each of the sites. Students interested in applying for the internship program should submit an online application through the APPIC website ([www.appic.org](http://www.appic.org)).

A complete application consists of the following materials:

- 1) A completed online AAPI (APPIC's standard application)
- 2) Cover letter (part of the online AAPI) stating your preferred training site(s) and why you are interested in those sites specifically. Applicants may indicate their interest in more than one site within the consortium in one cover letter.
- 3) A current Curriculum Vitae (as part of the online AAPI)
- 4) Three standardized reference forms, two of which must come from individuals who have directly supervised the applicant's work (*please do not submit more than three letters*)
- 5) Official transcripts of all graduate coursework (as part of the online AAPI)
- 6) Supplementary Materials (*please ensure that materials are redacted appropriately*):
  - a. One full integrated assessment report
  - b. A one-page clinical case conceptualization

All application materials must be received by December 1 in order to be considered. Applicants are notified about interview status on or before December 15. In-person interviews are held in New Mexico in early January. Videoconference interviews are provided in cases where travel to New Mexico is not an option.

NM-PIC bases its selection process on the entire application package noted above; however, applicants who have met the following qualifications prior to beginning internship are considered preferred:

1. APA-accredited doctoral program in clinical or counseling psychology
2. A minimum of 400 intervention hours
3. A minimum of 50 assessment hours
4. Dissertation proposal defended
5. Experience or special interest in working with diverse populations and/or in rural or underserved areas
6. American Indian applicants are given preference at the Iina' Counseling Services site

NM-PIC firmly believes that all forms of diversity serve to enhance the training environment and professional growth of interns and faculty alike, as well as allow the diverse range of patients served to see themselves in their providers. To this end, NM-PIC recruits applicants from diverse backgrounds, and Iina' Counseling Services gives priority to qualified American Indian/Native American applicants.

Applicants are individually evaluated in terms of quality of previous training, practicum experiences, and fit with the internship, as well as considered for the diversity that they may bring to the program. In addition to the preferences noted above, NM-PIC takes into consideration the potential commitment or interest of any prospective intern to remain in New Mexico following internship and work in behavioral health. Developing a strong behavioral health workforce is an important consideration for the state, and an interest



in remaining in New Mexico to join the workforce is be considered a benefit in a potential intern.

In addition to the education and training requirements and preferences listed above, NM-PIC requires interns to meet additional site-level criteria, including a background check and medical clearance prior to commencing internship. If the intern does not meet these criteria, the internship offer will be terminated, and the intern will not be able to complete their training within NM-PIC. Background checks vary by site but are considered comprehensive. Specific requirements by site are as follows:

**NMBHI** – background check, fingerprinting, Tuberculosis test, drug screen

**HIS** – background check, fingerprinting, Tuberculosis test

**HMS** – background check, Tuberculosis test, drug screen

Finally, interns are required to purchase student liability insurance through the APA Trust for the period of the internship training year.

All applications are screened by NM-PIC's Training Committee using a standard Application Rating Tool and evaluated for potential goodness of fit with the internship program. At least two members of the Training Committee review and score each application. The Training Committee holds a selection meeting in December to determine which applicants to invite for interviews based upon the application scores. As noted, applicants are notified of their interview status on or before December 15 and in-person interviews are held in early January. Interviews are conducted using a standard set of interview questions with Training Committee members asking additional questions as indicated.

The Training Committee holds a meeting within two weeks of the final interviews being conducted in order to determine final applicant rankings. The full application package and information fathored from the interview process is used to determine rankings. This ranked list is finalized by consensus among the Training Committee members and then submitted to the National Matching Service.

NM-PIC participates in the APPIC Match process and agrees to abide by all APPIC Match policies. In accordance, NM-PIC does not solicit, accept, or use any ranking-related information from any intern applicant.

Questions regarding the application, interview, and/or ranking process may be directed to the NM-PIC Training Director.