

SCHOOL COUNSELING PRACTICUM PLACEMENT AGREEMENT

THIS AGREEMENT is entered into by and between the Tucson Unified School District, hereinafter called "DISTRICT" and the Arizona Board of Regents on behalf of The University of Arizona Counseling Program Department of Disability and Psychoeducational Studies, hereinafter called "UA"

WHEREAS DISTRICT requires counseling services for students and families in order to identify barriers for educational success and to collaborate to improve educational and personal/social outcomes,

WHEREAS UA wishes to provide an opportunity for UA graduate students in the Counseling Program ("UA Students") to obtain practical training in a coordinated and **supervised** educational setting (Practicum)

NOW THEREFORE, DISTRICT and UA agree as follows

ARTICLE I

TERM: This Agreement shall be effective August 1, 2018 with an end date of July 31, 2019

ARTICLE II

SCOPE OF WORK

DISTRICT OBLIGATIONS:

The Tucson Unified School District will

- (1) Use best efforts to ensure that its environment promotes the development of appropriate professional attributes in the UA Students assigned to DISTRICT sites
- (2) Screen DISTRICT students and families, and provide referrals to DISTRICT Site Supervisor(s) or Designee for educational planning services counseling and consultation with students and families to identify barriers for educational success and improve student educational and personal/social outcomes.
- (3) Provide personnel as follows
 - a. A primary contact designated by DISTRICT to oversee and manage the counselor-in-training program at the DISTRICT Sites and represent DISTRICT in all matters concerning this Agreement;
 - b. Qualified and experienced primary and secondary DISTRICT Site Supervisors to oversee the UA Students, one of whom will be on-site or available via telephone at all times when the UA Student is working at the site. The DISTRICT Site Supervisors will meet supervisory licensure/certification criteria as determined by the UA Counseling Program, and will be required to read, sign and comply with the UA's School Site Counseling Agreement (Exhibit A) prior to the start of practicum
- (4) Provide an orientation to UA with regard to hours of operation, place of duties, conditions of its premises, standards of conduct, confidentiality, and facility safety procedures and operations. DISTRICT will provide UA with at least the same safety training it provides to its regular employees working under similar conditions. DISTRICT will alert UA Students and UA Faculty Supervisors of any non-obvious dangers associated with facilities, activities and the surrounding locales of which it is aware and as to which UA may be assigned
- (5) Provide emergency medical care to any UA Faculty or Student who may become ill or injured while on-site performing under this Agreement, provided that such care or any other medical care rendered by DISTRICT shall be the financial responsibility of such UA Faculty or Student

16) Schedule, through the UA Counseling Program Director or designee, to confer at regular intervals, but no less than annually, with DISTRICT to discuss the learning experience, instruction, supervision and evaluation of UA Students.

Both parties understand and agree that the services provided by UA Students covered under this Agreement shall be within the established and written guideline requirements of the degree or training being pursued and as required of every candidate for that degree or certification, if applicable. The UA Students providing services are in training and are NOT qualified to make clinical diagnoses.

ARTICLE III

COMPENSATION No exchange of funds between the Parties is under this Agreement.

ARTICLE IV

STATUS. Neither party shall be considered employees of the other party and nothing in this Agreement or in its execution shall be construed to result in any person being the officer, agent, employee or servant of the other party when such party absent this Agreement and the performance thereof, would not in law have such status. Each party shall retain complete control over its own programs.

ARTICLE V

TERMINATION: Either party may terminate this Agreement at any time and without cause by serving upon the other 30 days advance written notice of such intent to terminate.

This agreement may be terminated at any time without advance notice and without further obligation of either party if the other party is found to be in default of any provision of this Agreement.

ARTICLE VI

TERMINATION PURSUANT TO CONFLICT OF INTEREST This Agreement may be canceled without penalty or further obligation pursuant to A.R.S. §35-611 regarding Conflict of Interest.

ARTICLE VII

EXTENSION. Both parties shall have the option to extend this Agreement and any modification of or extension to this Agreement shall be by formal written amendment and executed by the parties hereto.

ARTICLE VIII

AMERICANS WITH DISABILITIES ACT: Both parties shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.

ARTICLE IX

CONFIDENTIALITY

UA Counseling Program will comply with the American Counseling Association Code of Ethics in regards to the following:

1. student supervision of practicum (confidence between UA student, supervisor, and student);
2. record keeping/documentation;
3. mandated reporting (A.R.S. 13-36-20);
4. scope of practice.

UA further covenants that it and its representatives will keep confidential any information or records that may be generated as a result of providing the services described herein and will not use such records for purposes unrelated to the agreement without the express permission of the DISTRICT. UA and its representatives will not make photocopies of records, shall utilize a code for each student or family member instead of a name, and shall use password protected electronic means of transmitting reports to/from the supervising doctoral student or UA faculty member for the purpose of supervision and review.

services.

B. Fingerprint checks shall be conducted pursuant to A.R.S. § 41-750, subsection G.

C. UA personnel shall certify that they are not awaiting trial on or have ever been convicted of or committed any of the following criminal offenses in this state or similar offenses in another state or jurisdiction:

1. Sexual abuse of a minor;
2. Incest;
3. First or second degree murder;
4. Kidnapping;
5. Arson;
6. Sexual assault;
7. Sexual exploitation of a minor;
8. Contributing to the delinquency of a minor;
9. Commercial sexual exploitation of a minor;
10. Felony offenses involving distribution of marijuana or dangerous or narcotic drugs;
11. Burglary;
12. Robbery;
13. A dangerous crime against children as defined in A.R.S. 13-604(f);
14. Child abuse;
15. Sexual Conduct with a minor;
16. Molestation of a child;
17. Manslaughter;
18. Aggravated Assault.

D. This Agreement may be canceled or terminated if the fingerprint check or the certified form of any person who is employed by UA, paid or unpaid, and who has direct contact with minors and is employed by UA, discloses that the person has committed any act of sexual abuse of a child, including sexual exploitation or commercial sexual exploitation, or any act of child abuse, or that the person has been convicted of or is awaiting trial on any of the following criminal offenses in the state or similar offenses in another state or jurisdiction:

1. Sexual abuse of a minor;
2. Incest;
3. First or second degree murder;
4. Sexual assault;
5. Sexual exploitation of a minor;
6. Commercial sexual exploitation of a minor;
7. A dangerous crime against children as defined in A.R.S. § 13-604(f);
8. Child abuse;
9. Sexual Conduct with a minor;
10. Molestation of a child.

E. This Agreement may be canceled or terminated if the fingerprint check or the certified form of any person who has direct contact with minors employed by UA, paid or unpaid, discloses that the person has been convicted or is awaiting trial on or committed any of the following criminal offenses in this state or similar offenses in another state or jurisdiction:

1. Arson;
2. Contributing to the delinquency of a minor;
3. Felony offenses involving distribution of marijuana or dangerous or narcotic drugs;
4. Burglary;
5. Robbery;
6. Kidnapping;
7. Manslaughter;
8. Aggravated Assault.

UA may avoid termination of this Agreement if the person whose fingerprints or certification form shows that he has been convicted of or is awaiting trial on or has committed an offense or similar offense as listed directly above.

FORM A1: SCHOOL SITE COUNSELING AGREEMENT

Semester & Year (one semester per form): _____

100 Hour Practicum 300-600-Hour Internship Other _____

Student Name _____

Student Address _____ Zip _____

Student Email _____

Student Home Phone _____ Cell Phone: _____

Family Resource Center _____

Family Resource Center Address _____ Zip _____

Director: _____ Email: _____

Site Supervisor: _____

Site Supervisor Phone _____ Email: _____

Start Date _____ End Date (one semester only) _____

Days at Site _____ Hours at Site _____

Medical Professional Liability Insurance (covers the FULL semester) ATTACH POLICY WITH SCHEDULE
Company: _____ Policy #: _____ Expiration Date: _____

Level One Employment Clearance Card (covers FULL semester) ATTACH HOW TO OBTAIN CARD FROM UOAZ
Issued: _____ Term #: _____ Expiration Date: _____

**I agree to accept this University of Arizona Practicum/Internship student and understand my role as site supervisor.*

Site Supervisor Signature: _____

**The Practicum/Internship student has my permission to complete a Practicum/Internship at: _____
Family Resource Center*

Under the supervision of: _____
Site Supervisor

Site Supervisor Signature: _____ Date: _____

Student Signature: _____ Date: _____

University Faculty Supervisor Signature: _____ Date: _____