

# Professional Psychology Doctoral Internship Program

The Harris County Juvenile Probation Department (HCJPD) will accept three full-time interns for a twelve-month internship, which begins approximately August 1st and ends July 31st. HCJPD is a member of the Association of Psychology Postdoctoral and Internship Centers (APPIC), and is accredited by the American Psychological Association (APA). Questions specifically related to the program's accreditation status should be directed to the Commissioner on Accreditation:

## [Office of Program Consultation and Accreditation](#)

American Psychological Association  
750 1st Street, NE, Washington, DC 20002  
Phone: (202) 336-5979  
Email: [apaaccred@apa.org](mailto:apaaccred@apa.org)

The potential applicant must currently be enrolled in a doctoral program in psychology (clinical, counseling, forensic, school, or educational psychology). During the course of the year, interns will be required to complete a minimum of 1850 clock hours to be used towards licensure. Interns are expected to work at least 40 hours per week, and at least 25 percent of the time will be devoted to direct services. The internship is primarily assessment oriented; however, interns are also involved in providing individual and group counseling, crisis intervention, and consultation services. Upon completion of the internship year, interns will be granted a certificate of completion signifying that all requirements have been met.

## **Our Mission and Training Philosophy**

The mission of the internship program is to assist interns in developing proficiency in the provision of psychological services to juveniles in the justice system in a manner consistent with APA Ethical Standards. HCJPD adheres to a Practitioner-Scholar training model and trains interns utilizing a developmental approach. One aspect of the internship year with HCJPD is to continue to sharpen the clinical skills of the interns and to provide the interns with the opportunity to work with a variety of clients and presenting concerns. The interns are expected to utilize evidenced-based practices in their assessments and interventions and to use scientific research to inform their professional practice. They are exposed to these practices through didactic seminars and they are clinically guided in implementing these practices through group and individual supervision. In addition, they are given additional opportunities to scientifically review and critique the current literature that is relevant to this population. There are also limited opportunities to become involved in ongoing research within the department, if an intern expresses an interest in this. Our ultimate goal is to assist the intern in learning how to act competently, respectfully, ethically, and empathically in the delivery of mental health services while being ever cognizant of the cultural and individual diversity of the clients being served. This necessarily includes an understanding of issues related to multiculturalism, underserved populations, and juvenile delinquency, as well as an awareness of professional issues and ethical standards.

All training experiences within HCJPD are approached by utilizing a developmental model. The intern progresses from initially being closely supervised and monitored, to gradually developing into a more autonomously functioning professional by the end of the internship. Additionally, as the year progresses, the interns are expected to be able to manage more clinically complex cases. The training program encourages the continual accumulation of knowledge, refinement of clinical skills, and development of professional identity. While there are overall training goals and objectives, each individual intern might require or desire more experience and/or supervision in different areas. Training for each intern is accomplished through interaction with a diverse client population, psychological assessment, crisis intervention, brief psychotherapy, individual and group supervision, didactic instruction, consultation with other forensic and mental health professionals, research, and self-study. Supervision is provided for diagnosis, treatment planning, and case management with juveniles experiencing a wide variety of disorders. Additionally, clinical research is supported by formal opportunities to discuss current research in the areas of juvenile delinquency, child psychopathology, and clinical assessment. In addition to developing clinical skills, this internship site seeks to assist the intern in the development of a professional identity. To that end, interns are encouraged to participate in educational seminars and conferences, and are afforded the opportunity to provide training of professionals working in the juvenile justice system.

## **Training Experiences**

The juveniles who are seen by the Harris County Juvenile Probation Department represent a diverse population of youth, ages 10 through 17 years old. Data from the agency's [2015 Annual Report](#) indicate that HCJPD serves primarily an ethnic minority population (52% African American, 32% Hispanic, 14% Caucasian), with more than 82% of these youth being male. Offenses of youth who are involved with HCJPD range from very serious charges of Murder, Aggravated Robbery, or Sexual Assault, to minor offenses such as Theft or Trespassing. Many of the youth come from low socio-economic backgrounds and are gang-affiliated. Fifty to sixty percent of these youth have at least one psychiatric diagnosis, including Neurodevelopmental Disorders (Intellectual Disability, Attention Deficit/Hyperactivity Disorder, Autism Spectrum Disorder, Specific Learning Disorders), Mood Disorders, Anxiety Disorders, Trauma- and Stressor-Related Disorders, Behavior Disorders, and Substance Use Disorders. Besides the daily clinical activities, crises with the youth or his/her parents often arise, such as emotional responses to a child's detainment, suicidal ideation and suicide attempts, self-harming behaviors, violence or conflict among juveniles in detention, and exacerbation of existing mental health problems.

The primary training site is at the Juvenile Justice Center in downtown Houston, which houses approximately 250 youth. However, services provided by interns may be conducted at different sites in Houston, such as the Harris County Psychiatric Center, Juvenile Probation offices or facilities within the community, or even at a youth's school. Due to interns needing to occasionally travel to outside sites, personal transportation is necessary.

### **PRIMARY ROTATIONS**

The training year is divided into three, four-month rotations: Assessment I, Assessment II, and Specialty Court. As is evident from the titles of these rotations, this internship program has a significant emphasis on assessment and is best suited for interns who enjoy conducting psychological evaluations.

#### **1. Assessment I**

During this rotation the interns spend the majority of their time conducting psychological evaluations on pre-adjudicated and post-adjudicated youth. The youth are typically residing in the Juvenile Detention Center at the time of their evaluation, but they may also be residing at home awaiting his or her upcoming court date. Occasionally, there are youth who are placed at a local psychiatric hospital or a temporary emergency shelter and are in need of a psychological evaluation. Interns will conduct brief psychological screenings and full psychological evaluations during their training year. Evaluations are often conducted in order to provide diagnostic clarification, to provide appropriate placement and treatment goals, or to determine appropriateness for special programs. These reports are sent directly to the court and used in making decisions regarding case disposition, placement, and treatment needs. In conducting these evaluations, there is frequent collaboration with probation staff, attorneys, education staff, and other mental health providers. A wide variety of assessment instruments including intellectual, achievement, objective personality, and projective measures are available for use at HCJPD. Interns are encouraged to enhance their knowledge of the many instruments available to them. A licensed psychologist, Dr. Nicole Dorsey, provides supervision directly related to these psychological evaluations each week.

## **2. Assessment II**

During the second assessment rotation, interns are given more complex evaluations and they also have the opportunity to complete more specific forensic evaluations. These forensic evaluations include observing competency to stand trial evaluations or actually conducting certification evaluations to determine if the juvenile jurisdiction will be waived in order for the youth to stand trial as an adult. During the rotation, interns are encouraged to utilize projective measures, such as the Rorschach or the Roberts Apperception Test. Interns also participate in a mock trial in which they “testify” regarding one of their assessment cases. It is possible that interns will also be called to testify in an actual trial during this rotation. Interns receive supervision from Dr. Uche Chibueze during this rotation.

## **3. Specialty Court**

The third rotation is the Specialty Court rotation, where interns will be an essential team member of *either* our Mental Health Court *or* our GIRL’s (Human Trafficking) court. The court that an intern is assigned to will be determined based on a combination of the intern’s preference and agency need. As a part of the intern’s involvement with the Specialty Courts, the intern will be acting as a consultant and a clinical liaison between the court and the community treatment providers for some of the youth involved with these specialty courts.

*Mental Health Court* aims to effectively address the underlying clinical component of delinquent behavior in mentally ill juvenile offenders, while emphasizing public safety and personal accountability. Mental Health Court staff work closely with the youth and the family to provide treatment for the youth’s mental health issues. The intern on this rotation will assess potential youth for the appropriateness of Mental Health Court, will collaborate with other staff members to develop and implement the most appropriate treatment plan, will convey information regarding the youth to the court, and will provide treatment services to a small number of youth. These intervention services might take place in the community, such as at the youth’s school or home. The intern on the Mental Health Court rotation is supervised by Dr. Akalita Ross.

*GIRL’s Court* utilizes a comprehensive strength-based approach in working with youth (males or females) who are victims of human trafficking or who are at significant risk to become involved with this. This

program is comprised of a clinically driven multi-disciplinary team that works to effectively address the underlying trauma associated with the participants' at-risk behaviors and related delinquent conduct. Similar to Mental Health Court, the intern involved in this court will assess potential youth for the appropriateness of GIRL's Court, will convey information regarding the youth to the court, and will provide treatment services to a small number of youth. These intervention services are typically provided to the girls who are residing in the Juvenile Detention Center as they await placement at longer term treatment programs. Dr. Connie Nelke supervises the intern on the GIRL's court rotation.

## **ADDITIONAL CLINICAL EXPERIENCES**

In addition to the three primary rotations, interns have other clinical experiences throughout the year.

### **Community Unit Probation Services (CUPS)**

The CUPS units are Juvenile Probation offices that are located across the city of Houston which provide services to youth who are on probation and residing in the community. Interns spend about four hours per week, for the entire year, devoted to CUPS unit activities. This might involve conducting an intake assessment on a youth in the community for ongoing therapy services, providing psychoeducational groups to youth on probation, or providing individual or family therapy to a youth. These offices are located in outlying areas and require personal transportation to get to them. The CUPS experience is supervised by Dr. Alexandra Tellez through weekly group supervision.

### **Juvenile Detention Psychotherapy Clients**

Interns will conduct psychotherapy with pre-adjudicated and post-adjudicated youth who are currently residing at the Juvenile Justice Center. Interns spend about four hours per week, for the entire year, devoted to Juvenile Detention therapy clients. The interns will have the opportunity to provide brief therapy and to have a limited number of long-term therapy clients, which typically involves adolescents who have been detained due to a very serious offense or who are involved with one of our specialty courts such as Mental Health Court or GIRL's Court. Interns will also provide skills-based group therapy to youth in detention. This experience is typically supervised by Dr. Nicole Dorsey.

## **DIDACTIC TRAINING EXPERIENCES**

### **Orientation**

The first few weeks of the internship involve orientation activities for the new interns, including at least three days of formal "New Employee Orientation" through the Harris County Juvenile Probation Department. Interns spend a significant amount of time learning about the various HCJPD facilities, the different programs available for youth, how the Harris County Court system works, and the different computer databases that staff has access to. In addition, interns have an opportunity to observe clinicians engaging in clinical work, such as conducting evaluations or providing treatment.

### **Didactic Seminars**

At least two hours per week is devoted to interns participating in training seminars on a wide range of topics, including working with juvenile offenders, cultural diversity, ethics, substance abuse, gangs, trauma, evidence-based treatments, projective assessments, and forensic assessments, just to name a few. Many of these trainings are conducted by the HCJPD staff, but there are also opportunities to participate in outside trainings. Some of these trainings take place at other local agencies such as Baylor College of Medicine, the University of Houston, Depelchin Children's Center, the Children's Assessment Center, and the Council on Recovery. However, past interns have also had the opportunity to attend conferences in other cities, such as forensically focused trainings offered by Capacity for Justice in Austin, TX.

All APA-accredited internship sites in the Houston area also participate in the Council of Houston Area Training Sites (CHATS), which allows interns to participate in didactic seminars presented by other accredited internship sites and to network with interns and post-doctoral residents from other programs. In addition, interns are encouraged to attend the monthly seminars provided by the Houston Psychological Association, which are offered free to Houston-area interns.

### **Journal Hour**

As part of our appreciation for the role of research in psychology, the interns and practicum students participate in weekly journal hour meetings to present and discuss relevant research. This time allows our interns and our staff to keep abreast of advances related to juvenile forensic work.

## **SUPERVISION**

### **Clinical Supervision for Interns**

Supervision is a major emphasis of the internship program at HCJPD. Supervision is the primary form of training and evaluation for the development of skill proficiency. Supervision is intended to provide both depth and breadth in clinical application, research, and assessment. All supervision is provided face-to-face and consists of a minimum of two hours of individual supervision and two hours of group supervision with other interns and practicum students each week. The individual supervision is provided by the intern's Primary Rotation supervisor (one hour per week) and the Training Director (one hour per week). The group supervision involves one hour with the supervisor for the CUPS unit which occurs only with the interns. The second hour of group supervision is led by the HCJPD post-doc, and involves both interns and practicum students.

### **Providing Supervision**

Depending upon the number of practicum students at HCJPD and their specific program requirements, as well as the intern's skill or developmental level, interns might be given the opportunity to supervise master's level or doctoral level psychology practicum students from schools such as the University of Houston, Prairie View University, or Sam Houston State University. This experience would likely occur towards the end of the internship year. Interns would receive supervision by a licensed psychologist regarding the supervision that they provide.

## **RESEARCH**

HCJPD has recently developed a collaboration with the University of Houston Clinical Psychology Program, led by [Dr. Elena Grigorenko](#). Dr. Grigorenko is the lead researcher in a series of projects involving the youth at HCJPD and interns are encouraged to become involved in her research projects. However, the primary focus of this internship program is clinical in nature; therefore, the time that an intern may choose to participate in research activities is above and beyond the time that is required for the clinical activities that are part of the internship requirements. It is expected that an intern who chooses to become involved in research activities is staying on top of all clinical duties.

## **INTERNSHIP GOALS AND OBJECTIVES**

The overall goals of the training program are intended to help interns transition from trainees to entry level psychologists. This is accomplished by a developmental model, with the goal of the intern operating at a more autonomous and proficient level by the end of the internship year. The program consists of eight goals, with specific objectives and competencies that are expected by the end of the internship. Progress towards these goals is informally assessed throughout the year and any concerns noted will be discussed with the intern by his or her supervisor. These goals are formally assessed three times during the year, at the end of each rotation. The primary supervisor, along with feedback from any other supervisors who are working with the intern, will rate the intern on his or her progress in each of the following areas.

### **1. Assessment & Diagnosis**

- A. To develop and demonstrate accurate diagnostic skills
- B. To demonstrate the ability to accurately and efficiently score and interpret psychological test measures
- C. To demonstrate the ability to utilize assessment writing skills to efficiently produce accurate, high quality, and useful reports
- D. To provide feedback and to communicate findings in a clear, accurate, and conceptually appropriate manner

### **2. Psychological Treatment & Intervention**

- A. To demonstrate case conceptualization and treatment planning skills
- B. To demonstrate competency in individual therapy
- C. To demonstrate competency in skills-based group therapy
- D. To demonstrate competency in crisis intervention skills

### **3. Ethical Conduct & Professional Behavior**

- A. To demonstrate knowledge of ethics and values as they relate to the profession of psychology
- B. To demonstrate professional conduct and interpersonal behavior
- C. To demonstrate professional accountability and responsibility

### **4. Individual & Cultural Diversity**

- A. To be able to develop an adequate level of rapport with most youth and their families
- B. To demonstrate sensitivity to diversity
- C. To develop an awareness of one's own cultural and ethnic background

### **5. Scholarly Inquiry & Evidenced Based Practice**

- A. To participate in weekly journal hour and to be able to competently discuss relevant research
- B. To utilize effective, evidence-based interventions
- C. To understand the importance of research as it relates to the field of psychology

#### **6. Psychology & Juvenile Justice**

- A. To demonstrate knowledge of a psychologist's role in the juvenile court system
- B. To demonstrate familiarity with techniques of program evaluation within a juvenile justice system

#### **7. Professional Development**

- A. To engage in activities which promote professional self-awareness and reflection
- B. To actively seek out and participate in learning opportunities

#### **8. Consultation, Teaching, & Supervision**

- A. To provide consultative guidance to other professionals regarding psychological issues
- B. To function effectively in multidisciplinary and interdisciplinary contexts
- C. To provide education and formal training to other professionals regarding mental health issues
- D. To demonstrate knowledge of effective supervision
- E. To provide supervisory guidance to practicum students

## **TRAINING COMMITTEE MEMBERS**

Six full-time licensed psychologists provide primary supervision for interns:

**Nicole B. Dorsey, Ph.D.** (Internship Training Director/Co-Chief Psychologist, Juvenile Forensic Unit) received her doctoral degree from Ohio University in 2000 and completed her internship at the Baylor College of Medicine in Houston. She has previously done clinical work with children and families who have been involved with the Department of Family and Protective Services due to allegations of physical abuse, neglect, or sexual abuse. As a result, she has extensive clinical and supervisory experience in working with at-risk and traumatized youth. She is also interested in issues affecting the profession of psychology and is a current Board Member of the Houston Psychological Association.

**Uche F. Chibueze, Psy.D., ABPP** (Assistant Training Director/Co-Chief Psychologist, Juvenile Forensic Unit) is a board certified clinical psychologist who received her doctoral degree in Clinical Psychology from Texas School of Professional Psychology in 2009. She also has a Master's Degree in Community Counseling from Baylor University. Dr. Chibueze completed her pre-doctoral and post-doctoral internships with the Harris County Juvenile Forensic Unit. Dr. Chibueze also conducts the forensic evaluations for the juvenile court that include Waiver to Adult Court, Fitness to Proceed, and Lack of Responsibility evaluations. In addition, she provides expert witness testimony on a continuous basis for the juvenile court. Dr. Chibueze has conducted research that explored the impact of the acculturation process on African immigrant families and also created one of the first clinical measures geared specifically for the African immigrant population. In addition, she has provided presentations on mental health issues affecting the Black population for the American Psychological Association and Texas Psychological Association annual conferences. She also provides trainings on projective testing. Dr. Chibueze is presently working on researching mitigating factors associated with waiver to adult court evaluations.

**Connie F. Nelke, Ph.D.** (Specialty Court Psychologist, GIRL's Court) received her doctoral degree from Utah State University and completed her internship at the Baylor College of Medicine. She has an extensive clinical background, including both treatment and evaluation in the areas of trauma and abuse, with research interests involving parent-child relationships in the context of an abusive history and the trauma associated with human trafficking. Previously, she worked as the clinical director of a sexual abuse treatment program, an assistant professor at Baylor College of Medicine overseeing the clinical operations of a trauma treatment program, in private practice conducting forensic evaluations and treating children and families with CPS and abuse histories, and more recently, with the HCJPD in her current role.

**Akalita A. Ross, Ph.D.** (Specialty Court Psychologist, Mental Health Court) earned her doctoral degree in Clinical and Adolescent Psychology from Prairie View A&M University. She also received her Master's degree in Clinical Community Psychology from Texas Southern University and her B.A. in Psychology from Baylor University. Dr. Ross has clinical experience in providing psychological services in forensic and school settings. She has co-authored journal articles and participated in various trainings in the forensic settings. Dr. Ross has also been employed as an adjunct professor in institutions of higher learning. She is bilingual and can speak, read and write in Spanish and has completed assessments in Spanish for non-English speakers. Dr. Ross is a native Houstonian.

**Alexandra Tellez, Ph.D.** (CUPS Therapy Program Supervisor) acquired her Clinical Psychology doctoral degree from Sam Houston State University in 2014. She also has a Master's degree in Forensic Psychology from John Jay College of Criminal Justice earned in 2008. She completed her pre-doctoral internship at the Federal Medical Center in Devens, MA, with the Bureau of Prisons, and her post-doctoral training at our Juvenile Forensic Unit. Dr. Tellez also serves as adjunct faculty at Prairie View A&M University and has publications in the areas of trauma, mental health, and evidenced-based treatments. Her research interests include childhood trauma and cultural and linguistic diversity issues in forensic psychology. She is a native Spanish speaker and conducts (and is available to supervise) psychological and forensic evaluations in Spanish at the Forensic Unit.

**John A. Webb, Ph.D.** (Staff Psychologist, Juvenile Forensic Unit) received his doctoral degree from the University of Houston in 1985. He has training in both Social and Clinical psychology. His research interests include substance abuse prevention, psychological correlates of cancer, and psychological factors related to adjustment among immigrants and refugees. His most recent research articles have examined gender differences in alcohol use among adolescents.

**Additional Staff:**

Diana Quintana, Ph.D. – Deputy Director of the Health Services Division

Olivia McGill, Ph.D. – Assistant Deputy Director of the Health Services Division

Matt Shelton, Ph.D. – Deputy Director of Administrative Services

Mary Martinez, M.A. – Director of the Juvenile Forensic Unit

Brandon Sylvester, Ph.D. – Specialty Court Psychologist, Gang Court and Drug Court

Danielle Madera, Ph.D. – Residential Clinical Supervisor, Health Services

## **LIFE AS AN HCJPD INTERN**

Interns can expect to be busy during their internship year at the HCJPD; however, there is also an appreciation for quality of life. This internship seeks to provide an excellent training environment while

still allowing time for the intern to explore their other personal endeavors. Estimates from interns regarding the number of hours they spend per week on clinical activities can vary, but it typically falls between 40 to 45 hours per week. Of course, some weeks are busier than others and might require additional work, such as report writing, to be done after hours. Much of the work within this agency is dictated by pending court dates and ensuring that certain tasks are accomplished prior to these court dates. It is also important to note that some of the clinical work provided by the interns might occur in the early evenings or at various locations and having personal transportation is necessary. We are flexible, however, in regards to an intern's time and we understand that it might occasionally be necessary to arrive late or leave early due to personal obligations. There is also the possibility to flex one's work hours, for example, if an intern works late one evening, he or she might be able leave early the next day. As long as work obligations are being met and this is discussed with the intern's supervisor, this request can usually be accommodated.

We hope that interns take advantage of exploring all that Houston, the fourth largest city in the United States, has to offer. Houston has a population of more than two million people and is considered to be the country's most diverse city in terms of ethnic and religious backgrounds, and also includes a large international community. Houston tends to have a strong and diversified economy, as one of the country's leaders in the oil and gas industry, aeronautics, health care, transportation, and education, just to name a few. There are plenty of opportunities to enjoy the performing arts, various museums, professional sports teams, an exciting night life, and a wide variety of restaurants. Houston is also within a short drive to other Texas cities such as Austin, San Antonio, and Galveston.

## **STIPEND AND BENEFITS**

Compensation for the one year, full-time internship is at least \$25,000. As full-time Harris County employees, interns and their dependents are eligible to receive health insurance after 60 days of employment. A basic level health insurance plan is provided at no cost to the intern. All county employees, including interns, also participate in contributing to a retirement plan and have the option to enroll in additional retirement plans. Interns accrue three hours of vacation time and three hours of sick time during each two-week pay period and are provided nine holidays and one floating holiday (to be used at the intern's discretion) throughout the year. Any hours worked beyond 40 hours per week are converted to compensatory time and can be used in the future. Interns are also invited to participate in various Juvenile Probation Department activities including the annual Christmas party, luncheons, and volunteer opportunities.

HCJPD interns have access to numerous resources. Psychological testing materials and other training resources are provided, as well as access to a library of professional manuals and books. Interns are provided with office space, designated computers, and related equipment. Each intern also has access to administrative and Information Technology support.

## **APPLICANT QUALIFICATIONS**

Qualified applicants must currently be enrolled in a doctoral program in psychology and have completed all doctoral coursework, including Ethics, Psychopathology, Cognitive Assessment, and

Objective Assessment courses. Additionally, prior practicum placements involving direct experience with therapy and assessment are required. Of particular importance are strong writing and clinical interviewing skills. Preferred applicants will be from graduate programs that are accredited by the American Psychological Association, will have a **minimum of 10 integrated psychological evaluation reports**, 250 intervention hours, 100 assessment hours, experience in providing clinical services to children and adolescents, experience in providing services in a forensic setting, and some experience or special interest in working with diverse populations.

### **Application Process**

To apply, please complete the AAPI online application, available at <http://www.appic.org>. As a part of the application, intern applicants must also submit a cover letter, a curriculum vitae, official graduate transcripts, and three letters of recommendation (using APPIC's standardized reference form). Documentation that is mailed directly to this department will not be accepted.

In addition, please include **two complete psychological assessment reports** with interpretations. This should be submitted as supplemental materials through the AAPI online application.

### **APPLICATION DEADLINE: November 4, 2016**

For questions or additional information, please contact Dr. Nicole Dorsey, [nicole.dorsey@hcjpd.hctx.net](mailto:nicole.dorsey@hcjpd.hctx.net), 713-222-4257.

### **Selection and Interview Process**

Applicant materials will be reviewed after the application deadline. The applicant will not be notified that his or her application has been received, unless it is an incomplete application. However, applicants may contact Dr. Nicole Dorsey with any questions regarding the status of their application. A subgroup of applicants will be invited for interviews by December 15<sup>th</sup>. Individuals who are not selected for an interview will also be notified by December 15<sup>th</sup>. Individual interviews will be conducted in January. In person interviews are strongly encouraged; however, Skype or phone interviews are also acceptable. Please plan to spend the majority of the day with us if you are selected for an interview. During the interview day, applicants will meet with all members of the training committee, the current post-doc, and will have the opportunity to have lunch with the current interns. In addition, applicants will be asked to complete a writing assignment while on site.

This internship site agrees to abide by the APPIC policy that no person at this training facility will solicit, accept or use any ranking-related information from any intern applicant. All doctoral interns will be determined through the APPIC match. Additionally, the HCJPD is an equal opportunity employer and encourages minorities and persons of diverse backgrounds of all types to apply to the psychology internship program. Harris County does not discriminate against employees with disabilities and will provide appropriate reasonable accommodation(s) when requested. **Accepted interns will be subject to a criminal background check and a check through the Department of Family and Protective Services. The intern must pass each of these in order to be employed by Harris County. Harris County does not employ individuals who have had a felony within the past 10 years or a misdemeanor within the past 5 years. In addition, Harris County is committed to**

**providing a workplace free of drugs and alcohol. Therefore, interns must past a drug and alcohol screening prior to their employment.**

## **POLICIES AND PROCEDURES**

The policies and procedures for Harris County employees are applicable to HCJPD interns. Please see <http://www.co.harris.tx.us/hrm/> for additional information. Interns will also be provided with a detailed intern manual that provides policies and procedures specific to the internship program. This includes information regarding intern grievances, due process, and intern evaluations.