

Month 1:

- Onboarding - meetings and follow up items
 - Welcome!
 - Work Performance, Marketing, and Consultation
 - HIPAA Policies, Telehealth Policies and Procedures
 - Session Structure
 - Office Orientation and Billing
 - Documentation Specifics
- Session Observation with other clinicians
- Attend Group Supervision/Consultation (monthly)
- One-on-one Supervision with Supervisor (weekly)
- Build caseload up to 5 clients
- Assess community needs for outreach project
- Marketing
- Complete Learning Plan and Field Placement Agreement

Month 2:

- First UIUC Site Visit
- Continue group (1x/month) and individual supervision (1x/week)
- Attend staff meetings 1x/month
- Build caseload to 7-10 clients
- Documentation for all client sessions (4-5 hours/week)
- Write a blog post for the website
- Continue observing client sessions w/other clinicians
- Work on marketing and administrative projects/tasks as assigned
- Work on outreach project and other learning plan goals including professional development (training, reading, etc.)

Month 3:

- First Intern evaluation due (UIUC)
- Continue group (1x/month) and individual supervision (1x/week)
- Attend staff meetings 1x/month
- Build caseload to 10-15 clients
- Documentation for all client sessions (5-7 hours/week)
- Write a blog post for the website
- Continue observing client sessions w/other clinicians
- Work on marketing and administrative projects/tasks as assigned
- Work on outreach project and other learning plan goals including professional development (training, reading, etc.)

Month 4:

- Continue group (1x/month) and individual supervision (1x/week)
- Attend staff meetings 1x/month
- Build caseload to 15-20 clients
- Documentation for all client sessions (5-7 hours/week)
- Write a blog post for the website
- Continue observing client sessions w/other clinicians
- Work on marketing and administrative projects/tasks as assigned
- Work on outreach project and other learning plan goals including professional development (training, reading, etc.)

Months 5-8:

- Continue group (1x/month) and individual supervision (1x/week)
- Attend staff meetings 1x/month
- Maintain caseload of ~20 clients
- Documentation for all client sessions (5-7 hours/week)
- Write a blog post for the website
- Continue observing client sessions w/other clinicians (as schedule allows)
- Work on marketing and administrative projects/tasks as assigned
- Work on outreach project and other learning plan goals including professional development (training, reading, etc.)