

Students,

As has been noted, your internship contract stipulates that you are a UNC Intern at your external site only within the active dates of each academic semester. The agreement with your site does not include activity during the brief (1-2 week) breaks between academic terms (for example, between Spring and Summer, or Summer and Fall).

If your site is requesting that you continue to engage in activity as an intern during those breaks between semesters, there are some important things to consider. First, you will be volunteering your time during this period, and as such, you are not able to accrue any hours toward Practicum II or Internship requirements with UNC. Any trainings, direct client contact, meetings, etc. will not count toward any of your indirect or direct hours for external placement. Again, these hours will be completely voluntary. You are also not required by UNC to volunteer at your external site.

Secondly, and perhaps the most important thing for you to consider, is that during any break between semesters, you are not actively enrolled in a Practicum II or Internship class, therefore, you are not covered under your current student liability insurance. The ACA or ASCA student liability insurance only covers you if you are actively enrolled in a class; if you volunteer during a break between academic terms, you are not enrolled, therefore you are not covered by that policy. This is critical to consider as it leaves you in a position of possible risk. If legal action was taken against you for something occurring at your site, there would be no liability coverage for you and any protection would have to be provided by your site and your site supervisor.

A site may advise you that their agency liability insurance will cover you; ultimately, it does not. Individuals are not comprehensively covered by organizational liability plans; professionals should *always* maintain their own individual liability insurance plan, at all times. Regarding client care, with advanced preparation and planning, *everyone* takes vacations throughout the year, and clients do understand this. It is not unusual for a clinician to be on holiday for 1-2 weeks at a time. In fact, taking a vacation demonstrates healthy boundaries, and good self-care to clients.

As an individual volunteer, you and the site must know of these limitations and risks. The UNC Professional Counseling Program highly discourages students engaging in any activity between terms. We strongly recommend that you take the between-term time as a break for yourself to rejuvenate for the fall semester. Since you cannot count the hours for program requirements, there is little, if any, advantage to volunteering between terms. As a reminder, a winter interim term is offered between fall and spring semesters that allows you to continue at your site without disruption. Should you proceed despite program guidance, you and your site need to understand and agree that you are all willing to accept these risks and are to volunteer while you are not enrolled in an external placement course.

This form must be signed by the student intern as well as the agency supervisor, and returned to your internship instructor, if you decide to volunteer during an interim term.

Student Name: _____ Signature / Date _____

Supervisor Name: _____ Signature / Date _____