

PCT Clinic Training Rotation
Goals & Objectives for Rotation (Full-Time Status)

(date accomplished)

GOAL: Acquire skills necessary to function as a professional member of an interdisciplinary post-traumatic stress disorder clinic team.

You will be responsible for the following:

_____ Conduct diagnostic interviews w/ patients consulted/referred to PCT Clinic. Complete consult documentation and appropriate progress note. Coordinate as needed.

GOAL: Acquire advanced skills in conducting group psychotherapy with patients challenged by Post-Traumatic Stress Disorder

You will be responsible for the following:

_____ A. Co-facilitating and/or Independently facilitating a cohort of the Skills Development Group, cohorts of the Skills Application Group, and the weekly PCT PTSD Support Group.

_____ B. Enter a progress note for each patient. The progress note will normally be entered the day of the group, but always within 24 hours of the group session.

_____ C. Check VISTA ^SMAN at end of each day to confirm that ENCOUNTERS for each scheduled appointment has been properly completed.

_____ E. Liaison with patient's treatment team member(s) as needed for those group members whom need additional and/or special services.

GOAL: Acquire advanced skills in providing supportive individual psychotherapy to veterans being treated in the PCT clinic.

You will be responsible for the following:

_____ A. Clock approximately 15 hours of provision of individual psychological treatment per week. This amount of time can vary depending on other PCT demands and workload for groups.

_____ B. Plan for and conduct (when appropriate and possible) pre/post assessments of patients seen in individual psychological treatment

_____ C. Document each session of individual psychological treatment and telephone encounter in the patient's CPRS medical record.

_____ D. Check VISTA ^SMAN at end of each day to confirm that ENCOUNTERS for each scheduled appointment has been properly completed.

_____ D. Liaison with patient's treatment team member(s) as needed for veterans whom need additional and/or special services. Refer if needed.

_____ E. As requested by your supervisor, provide videotaped and/or audiotaped session of individual psychological treatment for review/supervision.

GOAL: Acquire skills and knowledge necessary to function in the role of PCT patient education resource related to disease process

You will be responsible for the following:

_____ A. Review the following sections of DSM-IV:

- Post-Traumatic Stress Disorder
- Substance-Related Disorders
- Schizophrenia and Other Psychotic Disorders
- Mood Disorders
- Anxiety Disorders
- Impulse-Control Disorders Not Elsewhere Classified
- Adjustment Disorders
- Personality Disorders

_____ B. Be available to veterans you work with in individual and/or group psychotherapy to discuss their primary mental health diagnosis and prognosis for treatment. Alert PCT Clinic staff when away from rotation site. Provide PCT Clinic staff options for making contact with you when away from clinic.

_____ C. When such education is provided, document each patient education contact in the medical record.

_____ D. Seek out opportunities to provide psychoeducational presentations and workshops for veterans as needed in the PCT Clinic.

GOAL: Proficiency and routine completion of logistics/"day-to-day mechanics" of providing psychological services in a VA PCT Clinic.

You will be responsible for the following:

_____ A. Morning Routine:

Every morning:

- Upon arrival at the office, check voicemail/respond to emergencies. Document as needed.
- Inform clerk/PCT Clinic staff when you are expecting to be off station/away from clinic and give them directions on how to contact you should they need to do so.

_____ B. Throughout-the-day Routine:

Throughout the day as needed:

- Check with PCT Clinic staff regarding issues related to your specific patients (telephone messages, patient cancellations, no shows, etc.).
- When you get a chance and throughout the day, check VISTA mail/Outlook and respond to any clinic mail as needed.
- Inform PCT Clinic staff about expected time away from clinic. If planned, such as with a regularly scheduled meeting or approved vacation, send an e-mail to the VHABIL MH Clinic Staff email mailing list letting the clinic staff know about your absence. If leaving the clinic for an unexpected meeting/appointment, in addition to informing your supervisor, also inform the PCT Clinic clerks so that they can know how to contact you in an emergency.

_____ C. End-of-day Routine:

At the end of every day/prior to leaving the VA:

- Return all patient voicemails, and write all notes prior to leaving.
- If you have completed a consult, close the consult in CPRS.
- Confirm via VISTA ^sman function that all encounters for which you are responsible have been "closed." Do not leave an open encounter.
- Look over schedule for upcoming day; make sure that all appointments that should have been cancelled have been cancelled. Make sure you are not accidentally double booked. Call veterans/make appropriate documentation if needed.
- Note in your log the information you are tracking for patient contact/supervision hours.

