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# 2023 – 2024 Reference form for

# Western Carolina University

# Counseling & Psychological Services

**Doctoral Psychology Practicum**

**Instructions:**

Please complete this form electronically and email it to WCU CAPS’ Training Director, Jay Manalo, Ph.D., HSP-P, NCC ([jay.manalo@wcu.edu](mailto:jay.manalo@wcu.edu)). Can also be faxed to 828-227-7004.

**Priority review deadline for receipt of reference forms is Wednesday March 22, 2023 by 5:00 PM EST.**

Applicant’s Name: Click or tap here to enter text.

Reference Writer’s Name: Click or tap here to enter text.

Reference Writer’s Phone #: Click or tap here to enter text.

Reference Writer’s Email Address: Click or tap here to enter text.

In what capacity do you know the applicant?

Click or tap here to enter text.

To provide you some context to assist you with completing this reference form, here are some brief facts about our counseling center (more is available on our website <https://caps.wcu.edu>):

* Our setting is a university counseling center, serving primarily traditionally aged undergraduate students in a rural area.
* Our student body is over 11,000 students.
* Primary presenting concerns typically include depression, anxiety, interpersonal/relationship issues, and trauma. However, as a primary care setting we see a variety of presenting concerns and a range of levels of severity, preparing trainees to practice as generalists.
* Doctoral psychology practicum trainees typically provide therapeutic intakes, individual counseling, group counseling (when available), and Quick Access (initial consultation appointments/potential crisis consults).
* We value work within an interdisciplinary, supportive, and collaborative team environment with a multidisciplinary clinical staff of psychologists, counselors and social workers.
* We are committed to serving the diverse needs of our students by providing high quality, culturally relevant services.

Please comment on your perceptions of the applicant’s fit with our setting and our clients:

Click or tap here to enter text.

Have you directly observed any of the applicant’s clinical work or role plays of clinical work? Choose an item.

If yes, please list the type of work you have observed:

Click or tap here to enter text.

Please describe the applicant’s experience providing individual counseling.

Click or tap here to enter text.

Please describe the applicant’s experience conducting psychological testing.

Click or tap here to enter text.

Please comment on the applicant’s interpersonal skills and ability to work as part of a team. For example, how do they relate to their classmates and faculty?

Click or tap here to enter text.

Please comment on the applicant’s openness to feedback.

Click or tap here to enter text.

How do you anticipate the applicant would respond to ethical dilemmas in clinical work?

Click or tap here to enter text.

Please comment on the applicant’s ability to provide culturally relevant clinical services to diverse individuals.

Click or tap here to enter text.

Please comment on the applicant’s timeliness and ability to keep up with assignments.

Click or tap here to enter text.

Please comment on the applicant’s writing skills.

Click or tap here to enter text.

Please comment on the applicant’s growth areas.

Click or tap here to enter text.

To your knowledge, has the applicant been involved in any remediation or disciplinary actions during their training? If yes, please describe.

Click or tap here to enter text.

(Optional) Please use the space below if you would like to provide any other comments not already captured in the above responses.

Click or tap here to enter text.