

20380

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
County of Cook and State of Illinois

CLINICAL FACILITIES AGREEMENTS  
ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
WASHINGTON COLLEGE

**ADOPTED**  
BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NO. 508

JAN 8 1998

THE CHANCELLOR

COUNTY OF COOK  
AND STATE OF ILLINOIS

REPORTS

that there is a need for facilities in which students enrolled in the Alcoholism and Substance Abuse Studies Practicum Program at Harold Washington College can receive clinical experience; that agreements have been negotiated with facilities for services during the period January 5, 1998 through May 16, 1998 at the following sites:

MERCY HOSPITAL, Stevenson Expressway & King Drive, Chicago  
JACKSON PARK HOSPITAL, 7531 S. Stony Island, Chicago  
T.W.O. SUBSTANCE ABUSE SERVICE, 1447 W. 65th St., Chicago  
WEST SIDE VETERANS ADMINISTRATION, 820 S. Damen, Chicago  
RAVENSWOOD HOSPITAL, 2312 W. Irving Park, Chicago  
LORETTO HOSPITAL, 5524 W. Harrison, Chicago  
GATEWAY, 3828 W. Taylor, Chicago  
ENGLEWOOD COMMUNITY HEALTH ORGANIZATION, 945 W. 69th, Chicago  
H.R.D.I., 106th & Vincennes, Chicago  
DIXON CORRECTIONAL CENTER, 2600 N. Brinton, Dixon  
METHODIST YOUTH SERVICES, 4530 N. Beacon, Chicago  
CATHOLIC CHARITIES, 126 N. Des Plaines, Chicago  
HAYMARKET HOUSE, 932 W. Washington, Chicago  
INTERVENTIONS, 2732 N. Clark, Chicago  
THRESHOLDS, 460 E. 42nd Place, Chicago

RECOMMENDS

that the Board of Trustees approves the agreements stating the terms and conditions whereby the above will make their facilities available for the Alcoholism and Substance Abuse Practicum Program at Harold Washington College effective January 5, 1998; and authorize the Chairman and Secretary to execute said agreement on behalf of the Board.

Respectfully submitted:

Ronald J. Temple  
Chancellor

January 8, 1998

**ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT**

between

**THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and**

**West Side Veterans Administration**

---

**This Agreement is entered into by and between the Board of Trustees of  
Community College District 508, County of Cook and State of Illinois (hereinafter  
the Board") on behalf of Harold Washington College and**

**West Side Veterans Administration**

---

**(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism  
and Substance Abuse Treatment.**

**It is hereby agreed by the parties as follows:**

- 1. The Agency agrees to provide the Board's students with a varied  
direct service alcohol and other drug abuse treatment experience  
which will include as many of the following Illinois Alcoholism and  
Other Drug Abuse Professional Counselors Association  
(IAODAPCA) Core Functions as possible:**
  - a. client screening**
  - b. client intake**
  - c. client orientation**
  - d. client assessment**
  - e. substance abuse evaluation**
  - f. treatment planning**
  - g. individual counseling**
  - h. group counseling**
  - i. family counseling**
  - j. case management**
  - k. exposure to and attendance at meetings of Alcoholics  
Anonymous, Al-Anon, and, if possible, Narcotics  
Anonymous**
  - l. crisis intervention**
  - m. client education**
  - n. referral**



fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
  - c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
  - d. The Agency agrees to complete and submit two (2) Supervisor Evaluation Forms for each practicum student; one at mid-term and one at the completion of the practicum experience. In addition, the Agency agrees to complete and submit a Documentation of Supervision Form for each student. All forms will be submitted to the College in a timely fashion.
7. All students will be instructed in the observance of the principles of confidentiality and will be required to comply with them.
  8. The Agency's employees shall maintain and preserve the confidentiality of all student records.
  9. Documentation of Student Progress and Training Needs:  
  
The Agency practicum supervisor agrees to address the issue of the student's additional training and supervisory needs. The supervisor's assessment of student's additional training and supervisory needs shall be discussed with the student and included as a written component of all intern evaluations.
  10. The Agency reserves the right to terminate student's practicum at the Agency prior to completion if it is determined by the Agency supervisor in consultation with the Harold Washington College Program Coordinator that the student is in violation of any local, state or federal law Agency or Board rules, or policy, or demonstrates unsatisfactory clinical progress as set forth in the course requirements.
  11. The Board reserves the right to terminate any student's practicum prior to completion if it determines that the Agency is not providing an appropriate experience for the student.
  12. All parties agree that the termination of a practicum in process shall only be done under extreme circumstances and shall not be

done without prior discussion between Agency, the Harold Washington College Practicum Coordinator and the student.

13. Insurance - The Board's students will be protected by malpractice in the following amounts, \$1,000,000/1,000,000 via ~~Chicago~~ <sup>Met North</sup> Insurance Company policy.
14. This Agreement may be terminated by either party upon 30 days written notice sent to the parties at the following address by first class mail, postage pre-paid: Ronald J. Temple, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

**FOR THE BOARD**

**FOR AGENCY**

**RONALD J. TEMPLE**  
Chancellor  
City Colleges of Chicago  
and

**West Side Veterans**  
**Administration**  
820 S. Damen  
Chicago, IL

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
30 East Lake Street  
Chicago, IL 60601


15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.
16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance policies through spouse or family, or the student may arrange coverage via the health insurance plan offered from time-to-time by private companies to the City Colleges, or the student may make other arrangements. Proof of satisfactory health insurance may be required by the Agency prior to the student beginning his/her practicum.
17. **Contract Term:           Begins January 5, 1998**  
**Expires May 16, 1998**

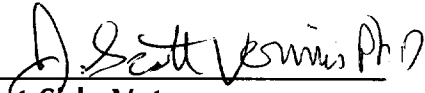
In witness whereof, the parties have executed this

Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

FOR THE BOARD



FOR AGENCY

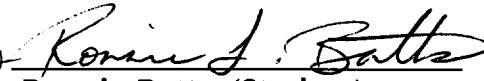
  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman  
JAN 8 - 1998

  
\_\_\_\_\_  
West Side Veterans  
Administration

  
\_\_\_\_\_  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
\_\_\_\_\_  
General Counsel  
Approve as to Legal Form  


  
\_\_\_\_\_  
Ronnie Batts (Student)

**ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT**

**between**

**THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and**

**Ravenswood Hospital**

---

**This Agreement is entered into by and between the Board of Trustees of  
Community College District 508, County of Cook and State of Illinois (hereinafter  
the Board") on behalf of Harold Washington College and**

**Ravenswood Hospital**

---

**(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism  
and Substance Abuse Treatment.**

**It is hereby agreed by the parties as follows:**

- 1. The Agency agrees to provide the Board's students with a varied  
direct service alcohol and other drug abuse treatment experience  
which will include as many of the following Illinois Alcoholism and  
Other Drug Abuse Professional Counselors Association  
(IAODAPCA) Core Functions as possible:**
  - a. client screening**
  - b. client intake**
  - c. client orientation**
  - d. client assessment**
  - e. substance abuse evaluation**
  - f. treatment planning**
  - g. individual counseling**
  - h. group counseling**
  - i. family counseling**
  - j. case management**
  - k. exposure to and attendance at meetings of Alcoholics  
Anonymous, Al-Anon, and, if possible, Narcotics  
Anonymous**
  - l. crisis intervention**
  - m. client education**
  - n. referral**

- o. outreach
  - p. recordkeeping
  - r. written communication with other professionals
  - s. consultation with other professionals
2. Each of the Board's students assigned to the Agency's practicum shall have an individual supervisor who shall be the employee of the Agency and who shall be assigned to the student by the Agency.
  3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.
  4. The duration of the practicum experience will be one semester in length unless other arrangements have been approved by the College Program Coordinator or the Practicum Instructor. Each student, as a course requirement, shall spend 300 hours at the agency unless other arrangements have been approved by the College Coordinator or Instructor. Each Agency supervisor shall document student attendance.
  5. The Board agrees to appoint a Harold Washington College Program Director for the purpose of maintaining ongoing contact with each Agency's practicum supervisor. At a minimum, such contact shall include a) one visit by the Harold Washington College Program Director to the Agency to meet student and Agency's representative; b) telephone contact between Harold Washington College Program Director and Agency on an as needed basis; c) two written evaluations of the student's performance at specified intervals completed by the Agency supervisor. Copies of these evaluations will be sent to the student and Harold Washington College Program Director and these evaluations will remain part of the student's permanent record file and the property of the Board.
  6. Supervision of the Intern:
    - a. It is the preference of the Harold Washington College Program that the student's Agency supervisor be a Certified Alcoholism Counselor and/or Certified (or clinically certified) Drug Abuse Counselor. Individuals who possess recognized Mental Health degrees (i.e., M.S.W., Ph.D) who are not yet certified in the Alcoholism and Substance Abuse



fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
  - c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
  - d. The Agency agrees to complete and submit two (2) Supervisor Evaluation Forms for each practicum student; one at mid-term and one at the completion of the practicum experience. In addition, the Agency agrees to complete and submit a Documentation of Supervision Form for each student. All forms will be submitted to the College in a timely fashion.
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  8. The Agency's employees shall maintain and preserve the confidentiality of all student records.
  9. Documentation of Student Progress and Training Needs:  
  
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  10. The Agency reserves the right to terminate student's practicum at the Agency prior to completion if it is determined by the Agency supervisor in consultation with the Harold Washington College Program Coordinator that the student is in violation of any local, state or federal law Agency or Board rules, or policy, or demonstrates unsatisfactory clinical progress as set forth in the course requirements.
  11. The Board reserves the right to terminate any student's practicum prior to completion if it determines that the Agency is not providing an appropriate experience for the student.
  12. All parties agree that the termination of a practicum in process shall only be done under extreme circumstances and shall not be

done without prior discussion between Agency, the Harold Washington College Practicum Coordinator and the student.

13. Insurance - The Board's students will be protected by malpractice in the following amounts, \$1,000,000/1,000,000 via ~~Chicago~~ *Near NY or YU* Insurance Company policy. *KWW*

14. This Agreement may be terminated by either party upon 30 days written notice sent to the parties at the following address by first class mail, postage pre-paid: Ronald J. Temple, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

RONALD J. TEMPLE  
Chancellor  
City Colleges of Chicago  
and

Ravenswood Hospital  
2312 West Irving Park  
Chicago, IL

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
30 East Lake Street  
Chicago, IL 60601

15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.

16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance policies through spouse or family, or the student may arrange coverage via the health insurance plan offered from time-to-time by private companies to the City Colleges, or the student may make other arrangements. Proof of satisfactory health insurance may be required by the Agency prior to the student beginning his/her practicum.

17. Contract Term: Begins January 5, 1998  
Expires May 16, 1998


20380

In witness whereof, the parties have executed this


Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

FOR THE BOARD



FOR AGENCY

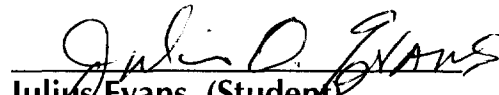
  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman  
JAN 8<sup>th</sup> - 1998

  
\_\_\_\_\_  
Blawie Ant, msc 440 c  
Ravenswood Hospital

  
\_\_\_\_\_  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
\_\_\_\_\_  
General Counsel  
Approve as to Legal Form 

  
\_\_\_\_\_  
Julius Evans (Student)

ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT

between

THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and

Englewood Community Health Organization

---

This Agreement is entered into by and between the Board of Trustees of Community College District 508, County of Cook and State of Illinois (hereinafter the Board") on behalf of Harold Washington College and

Englewood Community Health Organization

---

(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism and Substance Abuse Treatment.

It is hereby agreed by the parties as follows:

1. The Agency agrees to provide the Board's students with a varied direct service alcohol and other drug abuse treatment experience which will include as many of the following Illinois Alcoholism and Other Drug Abuse Professional Counselors Association (IAODAPCA) Core Functions as possible:
  - a. client screening
  - b. client intake
  - c. client orientation
  - d. client assessment
  - e. substance abuse evaluation
  - f. treatment planning
  - g. individual counseling
  - h. group counseling
  - i. family counseling
  - j. case management
  - k. exposure to and attendance at meetings of Alcoholics Anonymous, Al-Anon, and, if possible, Narcotics Anonymous
  - l. crisis intervention
  - m. client education

- n. referral
  - o. outreach
  - p. recordkeeping
  - r. written communication with other professionals
  - s. consultation with other professionals
2. Each of the Board's students assigned to the Agency's practicum shall have an individual supervisor who shall be the employee of the Agency and who shall be assigned to the student by the Agency.
  3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.
  4. The duration of the practicum experience will be one semester in length unless other arrangements have been approved by the College Program Coordinator or the Practicum Instructor. Each student, as a course requirement, shall spend 300 hours at the agency unless other arrangements have been approved by the College Coordinator or Instructor. Each Agency supervisor shall document student attendance.
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  6. Supervision of the Intern:
    - a. It is the preference of the Harold Washington College Program that the student's Agency supervisor be a Certified Alcoholism Counselor and/or Certified (or clinically certified) Drug Abuse Counselor. Individuals who possess recognized Mental Health degrees (i.e., M.S.W., Ph.D) who

are not yet certified in the Alcoholism and Substance Abuse fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
  - c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
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14. This Agreement may be terminated by either party upon 30 days written notice sent to the parties at the following address by first class mail, postage pre-paid: Ronald J. Temple, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

RONALD J. TEMPLE  
Chancellor  
City Colleges of Chicago  
and

Englewood Community Health  
Organization  
945 W. 69th  
Chicago, IL

Christine A. Franz  
Dean of Instruction  
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30 East Lake Street  
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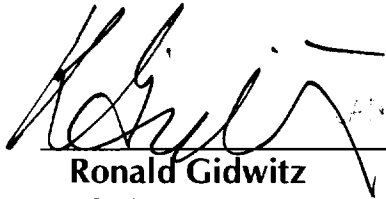
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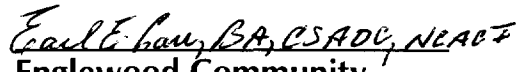
In witness whereof, the parties have executed this

Agreement on this 9<sup>th</sup> day of Jan, 1998.

FOR THE BOARD



FOR AGENCY

  
1998  
Ronald Gidwitz  
Chairman

  
Earl E. Gann, BA, CSADC, NEAOT  
Englewood Community  
Health Organization

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form 

  
Diane Fleming-Coker (Student)



**ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT**

**between**

**THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and**

**Methodist Youth Services**

---

**This Agreement is entered into by and between the Board of Trustees of  
Community College District 508, County of Cook and State of Illinois (hereinafter  
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**Methodist Youth Services**

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- 3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.**
  
- 4. The duration of the practicum experience will be one semester in length unless other arrangements have been approved by the College Program Coordinator or the Practicum Instructor. Each student, as a course requirement, shall spend 300 hours at the agency unless other arrangements have been approved by the College Coordinator or Instructor. Each Agency supervisor shall document student attendance.**
  
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FOR THE BOARD

FOR AGENCY

RONALD J. TEMPLE  
Chancellor  
City Colleges of Chicago  
and

Methodist Youth Services  
4530 N. Beacon  
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Christine A. Franz  
Dean of Instruction  
Harold Washington College  
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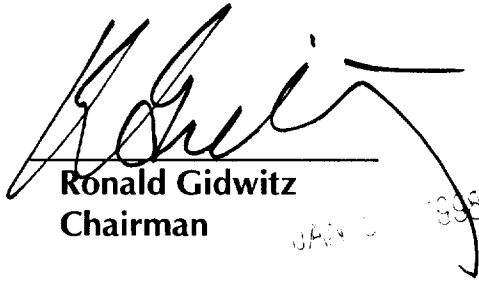
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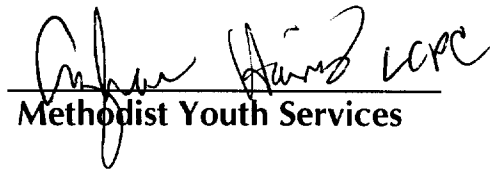
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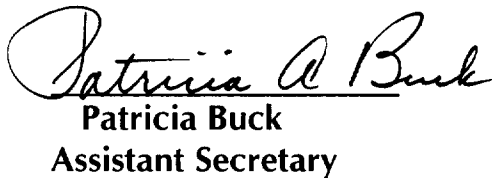
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FOR THE BOARD

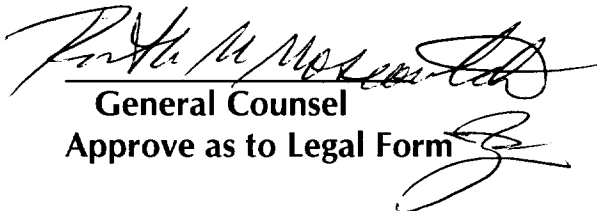
FOR AGENCY

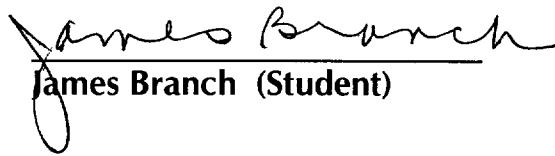
  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman

  
\_\_\_\_\_  
Methodist Youth Services

  
\_\_\_\_\_  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
\_\_\_\_\_  
General Counsel  
Approve as to Legal Form

  
\_\_\_\_\_  
James Branch (Student)

**ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT**

between

**THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and**

**Interventions**

---

**This Agreement is entered into by and between the Board of Trustees of  
Community College District 508, County of Cook and State of Illinois (hereinafter  
the Board") on behalf of Harold Washington College and**

**Interventions**

---

**(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism  
and Substance Abuse Treatment.**

**It is hereby agreed by the parties as follows:**

- 1. The Agency agrees to provide the Board's students with a varied  
direct service alcohol and other drug abuse treatment experience  
which will include as many of the following Illinois Alcoholism and  
Other Drug Abuse Professional Counselors Association  
(IAODAPCA) Core Functions as possible:**
  - a. client screening**
  - b. client intake**
  - c. client orientation**
  - d. client assessment**
  - e. substance abuse evaluation**
  - f. treatment planning**
  - g. individual counseling**
  - h. group counseling**
  - i. family counseling**
  - j. case management**
  - k. exposure to and attendance at meetings of Alcoholics  
Anonymous, Al-Anon, and, if possible, Narcotics  
Anonymous**
  - l. crisis intervention**
  - m. client education**
  - n. referral**

- o. outreach**
  - p. recordkeeping**
  - r. written communication with other professionals**
  - s. consultation with other professionals**
  
- 2. Each of the Board's students assigned to the Agency's practicum shall have an individual supervisor who shall be the employee of the Agency and who shall be assigned to the student by the Agency.**
  
- 3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.**
  
- 4. The duration of the practicum experience will be one semester in length unless other arrangements have been approved by the College Program Coordinator or the Practicum Instructor. Each student, as a course requirement, shall spend 300 hours at the agency unless other arrangements have been approved by the College Coordinator or Instructor. Each Agency supervisor shall document student attendance.**
  
- 5. The Board agrees to appoint a Harold Washington College Program Director for the purpose of maintaining ongoing contact with each Agency's practicum supervisor. At a minimum, such contact shall include a) one visit by the Harold Washington College Program Director to the Agency to meet student and Agency's representative; b) telephone contact between Harold Washington College Program Director and Agency on an as needed basis; c) two written evaluations of the student's performance at specified intervals completed by the Agency supervisor. Copies of these evaluations will be sent to the student and Harold Washington College Program Director and these evaluations will remain part of the student's permanent record file and the property of the Board.**
  
- 6. Supervision of the Intern:**
  - a. It is the preference of the Harold Washington College Program that the student's Agency supervisor be a Certified Alcoholism Counselor and/or Certified (or clinically certified) Drug Abuse Counselor. Individuals who possess recognized Mental Health degrees (i.e., M.S.W., Ph.D) who are not yet certified in the Alcoholism and Substance Abuse**

fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
- c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
- d. The Agency agrees to complete and submit two (2) Supervisor Evaluation Forms for each practicum student; one at mid-term and one at the completion of the practicum experience. In addition, the Agency agrees to complete and submit a Documentation of Supervision Form for each student. All forms will be submitted to the College in a timely fashion.

- 7. All students will be instructed in the observance of the principles of confidentiality and will be required to comply with them.
- 8. The Agency's employees shall maintain and preserve the confidentiality of all student records.

9. **Documentation of Student Progress and Training Needs:**

The Agency practicum supervisor agrees to address the issue of the student's additional training and supervisory needs. The supervisor's assessment of student's additional training and supervisory needs shall be discussed with the student and included as a written component of all intern evaluations.

- 10. The Agency reserves the right to terminate student's practicum at the Agency prior to completion if it is determined by the Agency supervisor in consultation with the Harold Washington College Program Coordinator that the student is in violation of any local, state or federal law Agency or Board rules, or policy, or demonstrates unsatisfactory clinical progress as set forth in the course requirements.
- 11. The Board reserves the right to terminate any student's practicum prior to completion if it determines that the Agency is not providing an appropriate experience for the student.
- 12. All parties agree that the termination of a practicum in process shall only be done under extreme circumstances and shall not be



done without prior discussion between Agency, the Harold Washington College Practicum Coordinator and the student.

13. Insurance - The Board's students will be protected by malpractice in the following amounts, \$1,000,000/1,000,000 via ~~Chicago~~ <sup>Near North</sup> Insurance Company policy.

14. This Agreement may be terminated by either party upon 30 days written notice sent to the parties at the following address by first class mail, postage pre-paid: Ronald J. Temple, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

RONALD J. TEMPLE  
Chancellor  
City Colleges of Chicago  
and

Interventions  
2723 N. Clark  
Chicago, IL

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
30 East Lake Street  
Chicago, IL 60601

15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.

16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance policies through spouse or family, or the student may arrange coverage via the health insurance plan offered from time-to-time by private companies to the City Colleges, or the student may make other arrangements. Proof of satisfactory health insurance may be required by the Agency prior to the student beginning his/her practicum.

17. Contract Term: Begins January 5, 1998  
Expires May 16, 1998

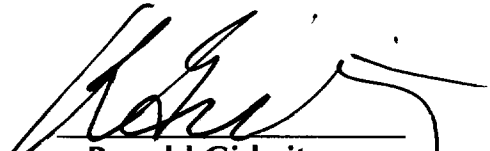
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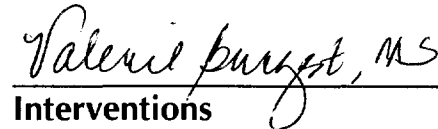
In witness whereof, the parties have executed this


Agreement on this 3 day of March, 1998.

FOR THE BOARD

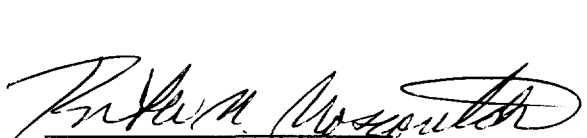
FOR AGENCY

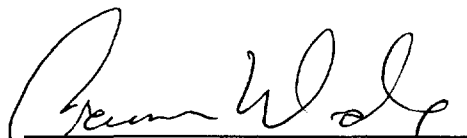
  
Ronald Gidwitz  
Chairman

  
Interventions

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Aaron Wade (Student)

**ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT**

**between**

**THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and**

**Thresholds**

---

**This Agreement is entered into by and between the Board of Trustees of  
Community College District 508, County of Cook and State of Illinois (hereinafter  
the Board") on behalf of Harold Washington College and**

**Thresholds**

---

**(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism  
and Substance Abuse Treatment.**

**It is hereby agreed by the parties as follows:**

- 1. The Agency agrees to provide the Board's students with a varied  
direct service alcohol and other drug abuse treatment experience  
which will include as many of the following Illinois Alcoholism and  
Other Drug Abuse Professional Counselors Association  
(IAODAPCA) Core Functions as possible:**
  - a. client screening**
  - b. client intake**
  - c. client orientation**
  - d. client assessment**
  - e. substance abuse evaluation**
  - f. treatment planning**
  - g. individual counseling**
  - h. group counseling**
  - i. family counseling**
  - j. case management**
  - k. exposure to and attendance at meetings of Alcoholics  
Anonymous, Al-Anon, and, if possible, Narcotics  
Anonymous**
  - l. crisis intervention**
  - m. client education**
  - n. referral**

- o. outreach**
  - p. recordkeeping**
  - r. written communication with other professionals**
  - s. consultation with other professionals**
  
- 2. Each of the Board's students assigned to the Agency's practicum shall have an individual supervisor who shall be the employee of the Agency and who shall be assigned to the student by the Agency.**
  
- 3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.**
  
- 4. The duration of the practicum experience will be one semester in length unless other arrangements have been approved by the College Program Coordinator or the Practicum Instructor. Each student, as a course requirement, shall spend 300 hours at the agency unless other arrangements have been approved by the College Coordinator or Instructor. Each Agency supervisor shall document student attendance.**
  
- 5. The Board agrees to appoint a Harold Washington College Program Director for the purpose of maintaining ongoing contact with each Agency's practicum supervisor. At a minimum, such contact shall include a) one visit by the Harold Washington College Program Director to the Agency to meet student and Agency's representative; b) telephone contact between Harold Washington College Program Director and Agency on an as needed basis; c) two written evaluations of the student's performance at specified intervals completed by the Agency supervisor. Copies of these evaluations will be sent to the student and Harold Washington College Program Director and these evaluations will remain part of the student's permanent record file and the property of the Board.**
  
- 6. Supervision of the Intern:**
  - a. It is the preference of the Harold Washington College Program that the student's Agency supervisor be a Certified Alcoholism Counselor and/or Certified (or clinically certified) Drug Abuse Counselor. Individuals who possess recognized Mental Health degrees (i.e., M.S.W., Ph.D) who are not yet certified in the Alcoholism and Substance Abuse**

fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
  - c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
  - d. The Agency agrees to complete and submit two (2) Supervisor Evaluation Forms for each practicum student; one at mid-term and one at the completion of the practicum experience. In addition, the Agency agrees to complete and submit a Documentation of Supervision Form for each student. All forms will be submitted to the College in a timely fashion.
7. All students will be instructed in the observance of the principles of confidentiality and will be required to comply with them.
  8. The Agency's employees shall maintain and preserve the confidentiality of all student records.
  9. Documentation of Student Progress and Training Needs:  
  
The Agency practicum supervisor agrees to address the issue of the student's additional training and supervisory needs. The supervisor's assessment of student's additional training and supervisory needs shall be discussed with the student and included as a written component of all intern evaluations.
  10. The Agency reserves the right to terminate student's practicum at the Agency prior to completion if it is determined by the Agency supervisor in consultation with the Harold Washington College Program Coordinator that the student is in violation of any local, state or federal law Agency or Board rules, or policy, or demonstrates unsatisfactory clinical progress as set forth in the course requirements.
  11. The Board reserves the right to terminate any student's practicum prior to completion if it determines that the Agency is not providing an appropriate experience for the student.
  12. All parties agree that the termination of a practicum in process shall only be done under extreme circumstances and shall not be

done without prior discussion between Agency, the Harold Washington College Practicum Coordinator and the student.

13. Insurance - The Board's students will be protected by malpractice in the following amounts, \$1,000,000/1,000,000 via ~~Chicago~~ Insurance Company policy.

*xww*

*NEAR NORTH*

14. This Agreement may be terminated by either party upon 30 days written notice sent to the parties at the following address by first class mail, postage pre-paid: Ronald J. Temple, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

RONALD J. TEMPLE  
Chancellor  
City Colleges of Chicago  
and

Thresholds  
460 E. 42nd Place  
Chicago, IL

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
30 East Lake Street  
Chicago, IL 60601

15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.

16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance policies through spouse or family, or the student may arrange coverage via the health insurance plan offered from time-to-time by private companies to the City Colleges, or the student may make other arrangements. Proof of satisfactory health insurance may be required by the Agency prior to the student beginning his/her practicum.

17. Contract Term: Begins January 5, 1998  
Expires May 16, 1998

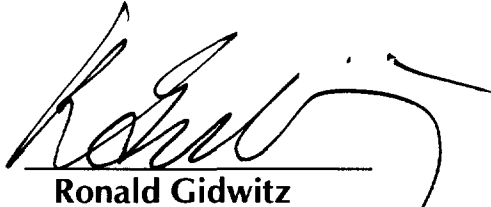
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In witness whereof, the parties have executed this


Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

FOR THE BOARD

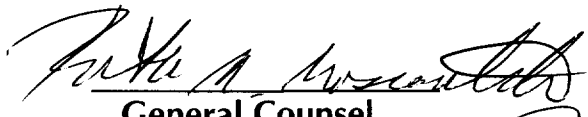

FOR AGENCY

  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman  
JAN 8 - 1998

  
\_\_\_\_\_  
Glise OConnell  
Thresholds

  
\_\_\_\_\_  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
\_\_\_\_\_  
General Counsel  
Approve as to Legal Form 


  
\_\_\_\_\_  
Melanie Green (Student)

20380

**City Colleges of Chicago**

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TO: Nancy DeSombre, President  
Washington College

FROM: Patricia A. Buck   
Executive Administrator

DATE: January 21, 1998

RE: Board Report No 20380 -- Adopted 1-8-98

---

Attached are Clinical Facilities Agreements for the Alcoholism and Substance Abuse Studies Practicum at Washington College for services during the period January 5, 1998 through May 16, 1998 at the following sites:

2 cc Mercy Hospital, Stevenson Expressway & King Drive, Chicago  
" Jackson Park Hospital, 7531 S. Stony Island, Chicago  
" T.W.O. Substance Abuse Service, 1447 W. 65th St, Chicago  
" West Side Veterans Administration, 820 S. Damen, Chicago  
4 cc Ravenswood Hospital, 2312 W. Irving Park, Chicago  
2 cc Loretto Hospital, 5524 W. Harrison, Chicago  
" Gateway, 3828 W. Taylor, Chicago  
" Englewood Community Health Organization, 945 W. 69th, Chicago  
" H.R.D.I., 106th & Vicennes, Chicago  
" Dixon Correctional Center, 2600 N. Brinton, Dixon  
" Methodist Youth Services 4530 N. Beacon, Chicago  
" Catholic Charities 126 N. Des Plaines, Chicago  
" Haymarket House, 932 W. Washington, Chicago  
" Interventions, 2732 N. Clark, Chicago  
" Thresholds, 460 E. 42nd Place, Chicago

Please have one fully executed copy of each returned to me for Board files.

PAB/nsn



20380

ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
AGREEMENT

between

THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT  
NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS  
and

Mercy Hospital

---

This Agreement is entered into by and between the Board of Trustees of Community College District 508, County of Cook and State of Illinois (hereinafter the Board") on behalf of Harold Washington College and

Mercy Hospital

---

(hereinafter "Agency") to prepare students for positions in the fields of Alcoholism and Substance Abuse Treatment.

It is hereby agreed by the parties as follows:

1. The Agency agrees to provide the Board's students with a varied direct service alcohol and other drug abuse treatment experience which will include as many of the following Illinois Alcoholism and Other Drug Abuse Professional Counselors Association (IAODAPCA) Core Functions as possible:
  - a. client screening
  - b. client intake
  - c. client orientation
  - d. client assessment
  - e. substance abuse evaluation
  - f. treatment planning
  - g. individual counseling
  - h. group counseling
  - i. family counseling
  - j. case management
  - k. exposure to and attendance at meetings of Alcoholics Anonymous, Al-Anon, and, if possible, Narcotics Anonymous
  - l. crisis intervention
  - m. client education
  - n. referral

- o. outreach
  - p. recordkeeping
  - r. written communication with other professionals
  - s. consultation with other professionals
2. Each of the Board's students assigned to the Agency's practicum shall have an individual supervisor who shall be the employee of the Agency and who shall be assigned to the student by the Agency.
  3. The Agency agrees to maintain the appropriate Illinois license by the Department of Alcoholism and Substance Abuse or by the Department of Public Health if a hospital. Hospital programs will maintain Joint Commission for the Accreditation of Health Care Organizations (JCAHO) or Commission on the Accreditation of Rehabilitation of Facilities (CARF) accreditation.
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  6. Supervision of the Intern:
    - a. It is the preference of the Harold Washington College Program that the student's Agency supervisor be a Certified Alcoholism Counselor and/or Certified (or clinically certified) Drug Abuse Counselor. Individuals who possess recognized Mental Health degrees (i.e., M.S.W., Ph.D) who are not yet certified in the Alcoholism and Substance Abuse

fields, may also be considered as potential supervisors, provided that they possess an acceptable amount of expertise in alcoholism and substance abuse treatment.

- b. No field-work agency supervisor may supervise more than four interns.
  - c. The student shall receive no less than a total of two hours of individual and group clinical agency supervision per week.
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The Agency practicum supervisor agrees to address the issue of the student's additional training and supervisory needs. The supervisor's assessment of student's additional training and supervisory needs shall be discussed with the student and included as a written component of all intern evaluations.
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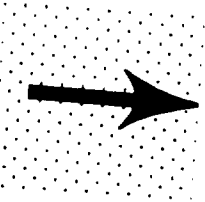
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In witness whereof, the parties have executed this

Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

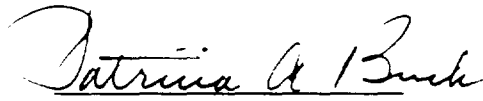
FOR THE BOARD

FOR AGENCY




  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman

\_\_\_\_\_  
Mercy Hospital

  
\_\_\_\_\_  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
\_\_\_\_\_  
General Counsel  
Approve as to Legal Form

\_\_\_\_\_  
Vincent Clement (Student)