

21151

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

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

MAR 4 1999

CLINICAL FACILITIES AGREEMENTS  
ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM  
WASHINGTON COLLEGE

COUNTY OF COOK  
AND STATE OF ILLINOIS

THE CHANCELLOR

REPORTS

that there is a need for facilities in which students enrolled in the Alcoholism and Substance Abuse Studies Practicum Program at Washington College can receive clinical experience; and that Agreements have been negotiated to use facilities from January 4, 1999 through May 15, 1999 at:

Academy for Counseling, 810 East 81st Street, Chicago  
Chicago Department of Human Services, 4849 N. Milwaukee Ave., Chicago  
Community Counseling Center of Chicago, 5710 N. Broadway, Chicago  
Doctors Hospital, 5800 S. Stony Island, Chicago  
Echo, 916 West 69th Street, Chicago  
Entry House, 1447 East 65th Street, Chicago  
Gateway Foundation, 3828 W. Taylor Street, Chicago  
Gateway Westside, 3828 W. Taylor Street, Chicago  
Grant Hospital, 550 Webster, Chicago  
H.R.D.I., 6249 S. Halsted, Chicago  
Healthcare Alternative Systems, 2755 W. Armitage Ave., Chicago  
Interventions Southwood, 5710 S. Wood, Chicago  
Jackson Park Hospital, 7531 S. Stony Island, Chicago  
Lifeline, 4646 N. Manne Drive, Chicago  
New Hope Community Service, 2701 W. 79th Street, Chicago  
New Vision Program, 7507 Stony Island Ave., Chicago  
Proviso Family Service, 1414 Main Street, Maywood, IL  
Ravenswood Mental Health Center, 2312 W. Irving Park, Chicago  
Roseland Community Hospital, 45 W. 111th Street, Chicago  
Rush Behavior Health Care, 2 N. Riverside, Chicago  
Salvation Army Rehabilitation, Clybourn & Ashland, Chicago  
South Shore Hospital, 8012 S. Crandon, Chicago  
South Suburban Counsel, 1907 Checker Square, East Hazel Crest, IL  
U.S. Prenatal Services, 219 S Dearborn, Chicago

that malpractice insurance requirements are within the coverage carried by the City Colleges of Chicago.

RECOMMENDS

that the Board of Trustees approves the Agreements with the above facilities stating the terms and conditions whereby the above will make facilities available to conduct the Alcoholism and Substance Abuse Practicum Program at Washington College; and authorizes the Chairman and Assistant Secretary to execute said Agreements on behalf of the Board.

Respectfully submitted,

Wayne D. Watson  
Chancellor

March 4, 1999

# 21151

## 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

Entry House

---

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

Entry House

---

(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

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- 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

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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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

**FOR THE BOARD**

**FOR AGENCY**

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Entry House  
1447 E. 65<sup>th</sup> Street  
Chicago, IL

and

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 4, 1999  
Expires May 15, 1999


21151


In witness whereof, the parties have executed this

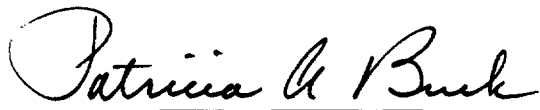
Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

FOR THE BOARD


FOR AGENCY


  
Ronald Gidwitz  
Chairman MAR 4 - 1999

  
Renata Muehlen  
Entry House

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Rose Boyd (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

Rush Behavioral Health

---

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

Rush Behavioral Health

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(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



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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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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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Rush Behavioral Health  
2 North Riverside  
Chicago, IL

and

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 4, 1999  
Expires May 15, 1999


21151


In witness whereof, the parties have executed this Agreement on this 13<sup>th</sup> day of April, 1999.

FOR THE BOARD


FOR AGENCY

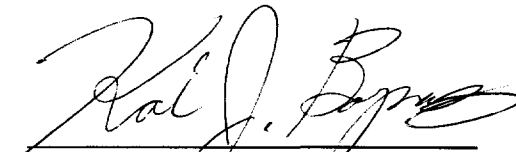
  
Ronald Gidwitz ~~MAR 4 - 1998~~  
Chairman

  
Rush Behavior Health  
MACSDC

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Kai Borzsony (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**

**U. S. Pretrial 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  
the "Board") on behalf of Harold Washington College and**

**U. S. Pretrial Services**

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**(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:**

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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.

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**FOR THE BOARD**

**FOR AGENCY**

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

U.S. Pretrial Services  
219 S. Dearborn  
Chicago, IL

and

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
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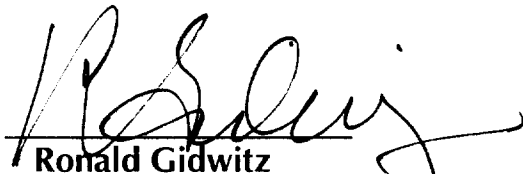
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17. Contract Term: Begins January 4, 1999  
Expires May 15, 1999


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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      MAR 4 - 1999

  
U. S. Pretrial Services      4-16-99

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
David Franklin (student)



**21151**

**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

**Grant Hospital**

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**This Agreement is entered into by and between the Board of Trustees of  
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**FOR THE BOARD**

**FOR AGENCY**

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Grant Hospital  
550 Webster  
Chicago, IL

and

Christine A. Franz  
Dean of Instruction  
Harold Washington College  
30 East Lake Street  
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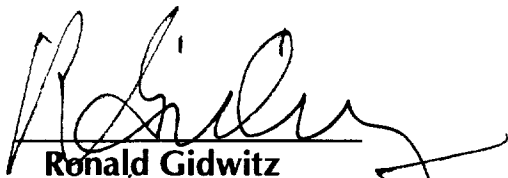
21151

In witness whereof, the parties have executed this

Agreement on this 12<sup>TH</sup> day of April, 1999.


FOR THE BOARD


FOR AGENCY

  
Ronald Gidwitz  
Chairman  
MAR 4 - 1999

  
Michelle Koschowitz, LCSW, CADC  
Grant Hospital

  
Patricia Buck  
Assistant Secretary

  
ALAN CADC  
GRANT HOSPITAL

  
Resno  
General Counsel  
Approve as to Legal Form

  
Marceau E. Mitchell  
Marceau Mitchel (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**

**South Suburban Counsel**

---

**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**

**South Suburban Counsel**

---

**(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

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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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

South Suburban Counsel  
1907 Checker Square  
East Hazel Crest, IL

and

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 4, 1999  
Expires May 15, 1999


21151

In witness whereof, the parties have executed this

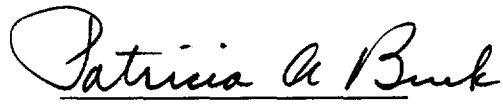
Agreement on this 4 day of 15, 1999.

FOR THE BOARD


FOR AGENCY

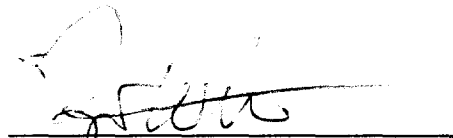
  
Ronald Gidwitz  
Chairman MAR 4 - 1999

  
South Suburban Council *DAC/APL*

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Brian White (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**

**Gateway - Westside**

---

**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**

**Gateway - Westside**

---

**(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
-

# 21151

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

# 21151

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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

## FOR THE BOARD

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

## FOR AGENCY

Gateway - Westside  
3828 W. Taylor  
Chicago, IL

and

Atten: Jackie Jackson-Pierson

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 4, 1999  
Expires May 15, 1999

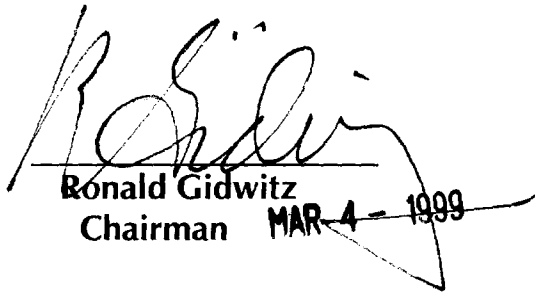
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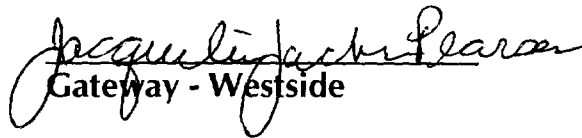
In witness whereof, the parties have executed this

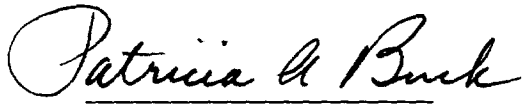
Agreement on this 06th day of April, 1999.

FOR THE BOARD

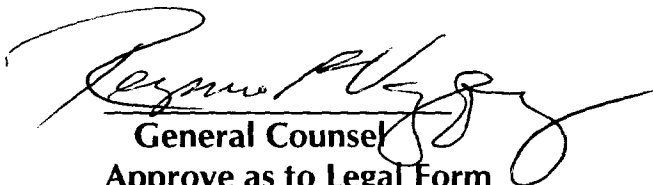
FOR AGENCY

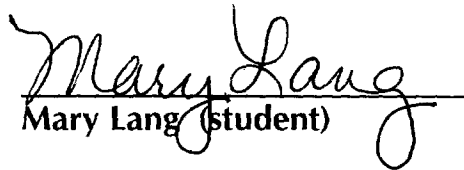
  
Ronald Gidwitz  
Chairman ~~MAR 4 - 1999~~

  
Jacquelin Jacob Pearson  
Gateway - Westside

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Mary Lang (student)

# 21151

## 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

Gateway Foundation

---

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

Gateway Foundation

---

(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



# 21151

- 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

# 21151

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:  
  
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

# 21151

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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Gateway Foundation  
4301 Grand  
Chicago, IL

and

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 4, 1999  
Expires May 15, 1999

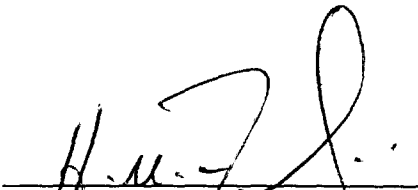
21151


In witness whereof, the parties have executed this Agreement on this 26th day of March, 1999.

FOR THE BOARD


FOR AGENCY

  
Ronald Gidwitz  
Chairman  
MAR 4 - 1999

  
Gateway Foundation

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Eulett H. Brown-Ward (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

Intervention Southwood

---

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

Intervention Southwood

---

(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
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  - p. recordkeeping
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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

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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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

**FOR THE BOARD**

**FOR AGENCY**

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Intervention Southwood  
5700 S. Wood  
Chicago, IL  
Atten: Katherine Hunter

and

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 4, 1999  
Expires May 15, 1999




21151

In witness whereof, the parties have executed this

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

FOR THE BOARD

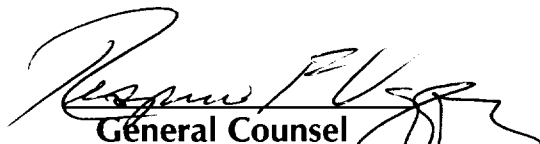
FOR AGENCY


  
Ronald Gidwitz  
Chairman      MAR 4 - 1999

  
Intervention Southwood

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Darryl Davis (student)

**21151**

**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

**Lifeline**

---

**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**

**Lifeline**

---

**(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**
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  - l. crisis intervention**
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- n. referral
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  - 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

# 21151

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



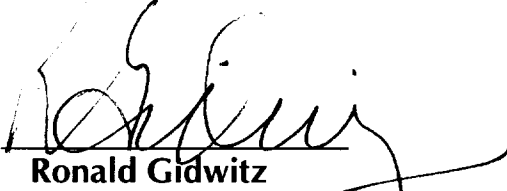
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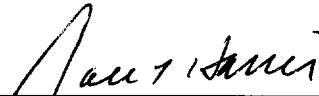
In witness whereof, the parties have executed this


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

FOR THE BOARD

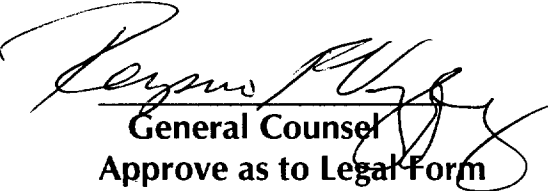
FOR AGENCY

  
Ronald Gidwitz  
Chairman  
MAR 4 - 1999

  
Lifeline

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Katie Tapert-Mercado (student)

# 21151

## 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

Chicago Department of Human 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 the "Board") on behalf of Harold Washington College and

Chicago Department of Human Services

---

(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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

**FOR THE BOARD**

**FOR AGENCY**

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Chicago Department of  
Human Services  
4849 N. Milwaukee Ave  
Chicago, IL

and

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 4, 1999  
Expires May 15, 1999

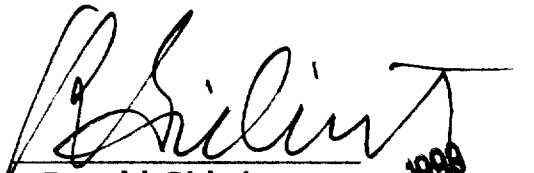
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In witness whereof, the parties have executed this

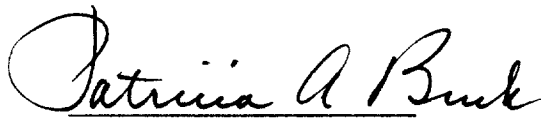
Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

FOR THE BOARD

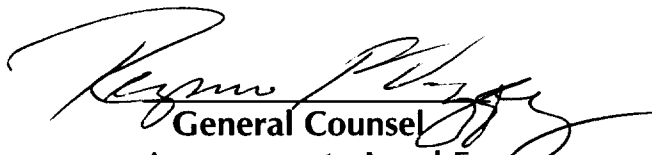
FOR AGENCY

  
Ronald Gidwitz  
Chairman  
MAR 4 - 1988

  
Chicago Department of  
Human Services

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Katie Tapert-Mercado (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

Doctors 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

Doctors 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

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- 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

# 21151

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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Doctors Hospital  
5800 S. Stony  
Chicago, IL

and

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

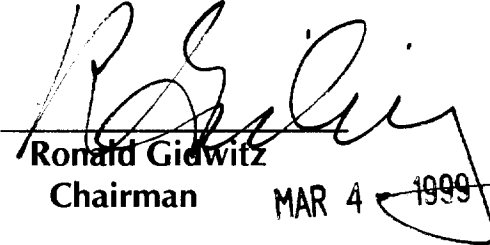
15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.
16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance 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 4, 1999  
Expires May 15, 1999

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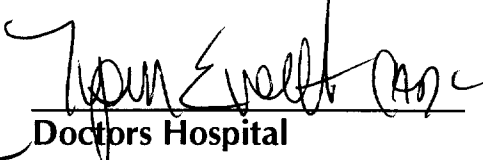
In witness whereof, the parties have executed this  
Agreement on this JAN day of 11<sup>th</sup>, 1999.

FOR THE BOARD

FOR AGENCY

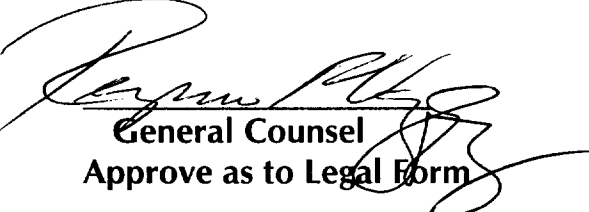
  
\_\_\_\_\_  
Ronald Gidwitz  
Chairman


MAR 4 1999

  
\_\_\_\_\_  
Doctors Hospital

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

\_\_\_\_\_

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

  
\_\_\_\_\_  
Stanley Vanorsby (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 Mental Health**

---

**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 Mental Health**

---

**(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

# 21151

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.
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  12. All parties agree that the termination of a practicum in process shall

# 21151

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 Near North 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: Wayne D. Watson, Chancellor, City Colleges of Chicago, 226 W. Jackson Blvd., 14th Floor, Chicago, IL 60606.

FOR THE BOARD

FOR AGENCY

Wayne D. Watson  
Chancellor  
City Colleges of Chicago

Ravenswood Mental Health Center  
2312 W. Irving Park  
Chicago, IL

and

Atten: Jim Nardiello

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

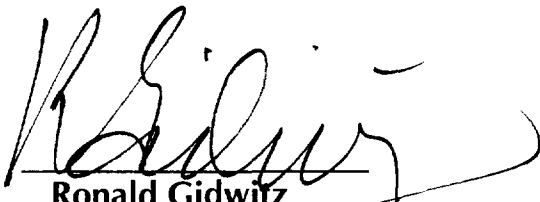
15. Neither party shall use the name of the other in any promotional literature, statement or publication without the other party's express written approval.
16. It shall be the responsibility of each student to provide for her/his own health insurance coverage. Such coverage may be obtained via insurance 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 4, 1999  
Expires May 15, 1999

21151

In witness whereof, the parties have executed this Agreement on this 30 day of MARCH, 1999.

FOR THE BOARD


FOR AGENCY


  
Ronald Gidwitz  
Chairman MAR 4 - 1999

  
Jim Harshbarger CSAS  
Ravenswood Mental Health Center

  
Patricia Buck  
Assistant Secretary

\_\_\_\_\_

  
General Counsel  
Approve as to Legal Form

  
Barbara Marcus (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

**Jackson Park 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

**Jackson Park 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:

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  - h. group counseling
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  - k. exposure to and attendance at meetings of Alcoholics Anonymous, Al-Anon, and, if possible, Narcotics Anonymous
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- n. referral
  - o. outreach
  - p. recordkeeping
  - r. written communication with other professionals
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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

# 21151

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.

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  - 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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  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






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In witness whereof, the parties have executed this


Agreement on this 25<sup>th</sup> day of March, 1999.

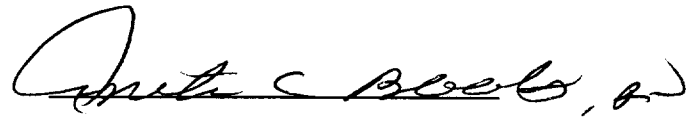
FOR THE BOARD

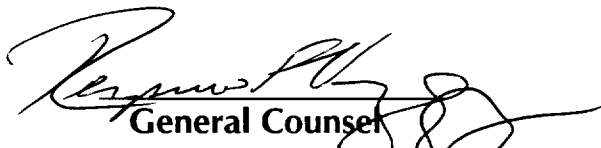
FOR AGENCY

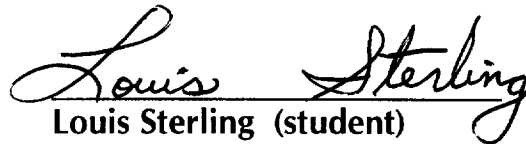
  
Ronald Gidwitz  
Chairman  
MAR 4 1999

  
Jackson Park Hospital

  
Patricia Buck  
Assistant Secretary



  
General Counsel  
Approve as to Legal Form

  
Louis Sterling (student)