# NV-PIC Mandatory Training Activities Attendance Policy

Attendance at weekly Didactic seminars, Group Supervision, and the Peer Professional Development Group is mandatory for all interns in the Nevada Psychology Internship Consortium (NV-PIC) and required for successful completion of the internship. Attendance at these scheduled activities takes priority over other site obligations. Unless otherwise noted, Didactic seminars are held on Wednesdays from 1:00-3:00pm. Group Supervision is held on Tuesdays from 1:00-3:00pm. Peer Professional Development Group is held on Thursdays from 1:00-2:00pm. All supervisors are aware of these activities and the attendance requirement for interns.

Attendance at Didactic seminars, Group Supervision, and the Peer Professional Development group occurs via distance-mediated technology. Interns and the group facilitator will participate from their respective office computers over a HIPAA-compliant, secure telecommunications platform. Interns are expected to participate fully and actively in each of these mandatory activities; interns should not be checking email, surfing the internet, completing notes, or doing other computer-related or non-relevant activities during Didactic seminars, Group Supervision, or Peer Professional Development Group.

The Training Director must be notified in advance of scheduled PTO or Professional Development Release time that will require missing a mandatory training activity. If an intern misses a Didactic seminar, Group Supervision, or Peer Professional Development Group meeting because of a serious emergency or for a serious illness, he or she should alert the group facilitator and the Training Director as soon as possible. A schedule for Didactic seminars is distributed at the beginning of each training year and may be updated throughout the year. Attendance at each Didactic seminar, Group Supervision, and Peer Professional Development Group meeting is tracked by NV-PIC, and absences are reported to the Training Director.

Attendance at didactics is tracked via completion of a didactic evaluation form; interns who do not complete an evaluation form will be considered as having missed the didactic. Interns who miss more than 3 didactic seminars will be required to work with their supervisor to come up with a plan to make up for missed learning experiences.

Attendance at Group Supervision and Peer Professional Development Group is tracked by the group facilitators; all absences are reported to the Training Director. Missing more than three sessions of Group Supervision or Peer Professional Development Group will be dealt with on a case-by-case basis and an appropriate response will be determined. Unexcused absences from mandatory training activities may result in initiating the NV-PIC Due Process procedures.