**NV-PIC Mandatory Training Activities Attendance Policy**

Attendance at weekly Didactic seminars and other scheduled group training activities, including Group Supervision and the Peer Professional Development Group, is mandatory for all interns in the Nevada Psychology Internship Consortium (NV-PIC) and is 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 Tuesdays from 3:00-5:00pm. Group Supervision is held on Wednesdays 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 secure network using State-administered videoconferencing technology. 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 the Peer Professional Development group.

Scheduled intern Paid Time Off (PTO) and Professional Development Release time are considered excused absences from these mandatory training activities. However, each intern may use only three of his or her allotted PTO and/or Professional Development Release on days with 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. 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. Interns who miss a Didactic seminar, Group Supervision, or Peer Professional Development Group meeting because of a serious emergency or for a serious illness should alert the group leader and the Training Director as soon as possible. Whether these absences are counted toward the maximum of three allowable absences will be decided on a case-by-case basis.

For all Didactic absences, interns must watch the recording of the didactic and submit the didactic evaluation on or before one week following the absence. Unexcused absences are not permissible. If an intern misses a mandatory training activity without prior approval (unexcused absence), interns will receive a written warning from the Training Director and an appropriate response will be determined. After the second unexcused absence, the Training Director will initiate the NV-PIC Due Process procedures.