

LEWIS & CLARK
GRADUATE SCHOOL OF EDUCATION AND COUNSELING
DEPARTMENT OF COUNSELING PSYCHOLOGY
MARRIAGE, COUPLE, AND FAMILY THERAPY PROGRAM

Semester Summary Log

(Submission Required)

☐ Internship I ☐ Internship II ☐ Internship III ☐ Internship IV ☐ Internship V ☐ Final Report

Student Name: _____ **Signature:** _____ **Date:** _____

Site Supervisor: _____ **Signature:** _____ **Date:** _____

Secondary Site Supervisor: _____ **Signature:** _____ **Date:** _____

L&C CCC MCFT Supervisor: _____ **Signature:** _____ **Date:** _____

Instructions: Track time by 0.25 hour increments. Maintain monthly logs, but submit this Semester Summary Log at the end of each semester. Keep a copy of this form for your own records.

CLIENT CONTACT HOURS	LC Hours/Term	Site Hours/Term	Secondary Site Hours/Term	Total Hours/Term	Total Cumulative
Individual (from all sources)					
Relational (from all sources)					
Individual Telehealth					
Relational Telehealth					
TOTAL					

PROCESS GROUP HOURS	LC Hours/Term	Site Hours/Term	Secondary Site Hours/Term	Total Hours/Term	Total Cumulative
Individual Group					
Relational Group					
TOTAL					

*Maximum 100 hours

SUPERVISION	LC Hours/Term	Site Hours/Term	Secondary Site Hours/Term	Total Hours/Term	Total Cumulative
Individual Supervision: Case Report					
Individual Supervision: Live, Video, Audio					
Group Supervision: Case Report					
Group Supervision: Live, Video, Audio					
TOTAL					

SUPERVISION RATIO	Total /Term	Total Cumulative
Total Supervision Hours		
Total Client Contact Hours		
TOTAL RATIO (Divide Supervision Hours by Client Contact hours)		

Additional Activities

cumulative

Case Management	
Record Keeping	
Staff Meetings	

cumulative

Workshops/Training	
Consultation	
Other (Specify)	

ALTERNATIVE HOURS

**Total
Cumulative**

Individual (from all sources)	
Relational (from all sources)	
TOTAL	

*Examples of alternative hours include: reflecting teams, meetings with clients and school personnel, psychoeducation groups, and additional clinical activities approved by supervisor.