

# **WHITING FORENSIC HOSPITAL OPERATIONAL PROCEDURE MANUAL**

## **SECTION III: STRUCTURES WITH FUNCTIONS**

### **CHAPTER 12b: Psychology**

#### **PROCEDURE 12.b.2: Organizational Structure, Orientation, and Supervision**

<b>Governing Body Approval:</b>	6/9/18
<b>REVISED:</b>	

#### **Purpose:**

Psychological services occur within the matrix organizational structure of Whiting Forensic Hospital (WFH). The majority of WFH Psychologists are unit-based. At the unit level, the Psychologist operates within a treatment team under the clinical oversight of the Attending Psychiatrist, and under the administrative supervision of the Unit Director.

#### **Procedure:**

The Psychology group is led by a Supervising Psychologist 2 who serve as Psychology Chair and who reports directly to the Chief Medical Officer. Additionally, there are two Supervising Psychologist 1's, one based on a Whiting unit and one on a Dutcher unit; they provide direct supervision to the Psychologists based in their corresponding buildings.

Within the Discipline of Psychology, all Psychologists receive monthly supervision from a supervising Psychologist. The purview of supervision includes, but is not restricted to, review of all professional duties, quality assurance, personnel issues, personal and professional development. When Psychologists encounter professional challenges they feel ill equipped to handle, they are expected to address these concerns with their supervisor. In addition to monthly meetings, supervisors also provide ad hoc supervision as needed. Supervisors document supervisory sessions in a supervisory log. The Supervising Psychologist 1's receive monthly supervision by the Psychology Chair, who in turn receives monthly supervision from the Medical Director.

In addition to aiming to insure the quality of the performance of Psychologists, the supervisory process also aims to identify areas in need of improvement and educational goals. Supervisors provide guidance to their supervisees and ongoing feedback on their performance. These collaborative efforts are then reflected in their Performance Appraisal.

The Psychology Chair is responsible for the following administrative tasks: developing discipline policies and procedures governing the psychological assessment and treatment of patients based on the standards of practice and care; collaborating with other hospital leaders to develop patient-care programming, decision-making structures and processes, improve performance, and ensuring that discipline-specific policies are revised as necessary and reviewed at least every two years.

Opportunities for professional supervision are available both in a structured and on an as needed basis. In addition to the Psychology roles mentioned above, two additional Psychologists coordinate specialized Psychology services: a forensic psychology service and a neuropsychology service. The coordinators of each of these services each provide corresponding clinical learning and peer supervision seminars, occurring approximately twice monthly. These are voluntary supplemental learning opportunities which all members of the Psychology group are encouraged to attend.