



MEMORANDUM

TO: Community Treatment Providers

FROM: Bruce Copley, Director of Alcohol, Drug, and Access Services

RE: Use of Student Interns Within the DMC-ODS Services

DATE: July 13, 2020

DocuSigned by:
Bruce Copley
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The general guidelines for the onboarding of Student interns that are involved in either ADO Certification Education or master work towards a Licensed Practitioner of the Healing Arts (LPHA) are included below. Any contracted provider for DMC-ODS treatment shall comply with this directive.

Each provider who utilizes interns must develop a protocol for the use of student interns within the delivery system that is forwarded to the Department for review and signed off (Exhibit A 19- 96220, Attachment I, PP.7.iv, p 129). At a minimum, the following criteria shall be followed:

1. Student interns cannot be utilized as staff for the purposes of meeting Network Adequacy Standards.
2. All interns will be required to have a background check completed prior to onboarding.
3. Student interns will only be accepted that are formally enrolled in an accredited program within a higher education institution such as community college or undergraduate or graduate program at a college or a university.
4. Student interns shall be supervised by licensed clinical staff. Each intern must have at least one hour of individual supervision per week, in addition to supervision hours required by their certifying or licensing bodies, or educational institution.
5. Student interns may provide DMC services if their activities are supervised and specific to interactions with beneficiaries that are included in the treatment plan.

The provider is responsible and shall take all measures to ensure that the terms and conditions of student intern participation complies with the California Division of Labor Standards Enforcement (DLSE) and ensure that the arrangement falls within the standards for work-for-education exchanges and prevailing regulations and statutes.