

Information on Internship Confirmations and Internship Supervision

Internship Confirmations

The confirmation of your internship must always contain the following information:

- Full name (stamp or letterhead) incl. address of the institution/department,
- Name of the intern,
- Period during which the internship was completed,
- Number of internship hours completed,
- Name and signature of the guiding psychotherapist responsible for the intern, who must in any case be a psychotherapist with entry in the list of psychotherapists, with date,
- Name and signature of the head of the institution or department, with date.

If the institution you are interested in is not on the list of recognised internship institutions, a written individual application to the IGWien is required before the start of the internship, in which a detailed description of the institution and the activity of the intern must be provided. We strongly recommend that you clarify whether your work in the internship institution can be credited before you start.

To do this, please use the form on the Federal Ministry of Health's homepage, which must be completed and signed by the Head of the institution:

https://www.bmgf.gv.at/home/Gesundheit/Berufe/Anmeldung_als_Ausbildungs-Praktikumseinrichtung_im_Bereich_Psychotherapie

There are two forms, one each for the psychosocial internship („Ausbildungseinrichtung für das psychotherapeutische Fachspezifikum“) and for the clinical internship („Facheinschlägige Ausbildungseinrichtung für das psychotherapeutische Fachspezifikum“), on which the respective criteria can be seen. Oral enquiries and information on whether a particular (previously unrecognised) institution is likely to fulfil the criteria for the psychotherapeutic internship do not replace a written application for recognition.

It must be noted that psychotherapeutic work must always be carried out in this institution, and that a psychotherapist from the institution is guiding the internship, who also guarantees with his or her signature that the trainee has got to know psychotherapeutic perspectives and psychotherapeutic work during the internship. Purely medical, psychological, social work, educational, etc. activities in the context of professional practice are not regarded as psychotherapeutic internships.

The activity must clearly include psychotherapeutic action.

Without the signature of the guiding psychotherapist responsible for the intern at the institution, an application for entry on the list of psychotherapists will not be accepted.

Internship supervision (=internship reflection) (30 WU)

Internship supervision must be modality-specific and can be done in group supervision by teaching therapists of the IGWien.

Internship supervision may only be performed by an external supervisor (i.e. a supervisor not working in the internship institution) who fulfils the criteria (teaching therapist of the IGWien or psychotherapist with 5 years entry in the PT list and scientific activity, method-specific in IG).

If you choose a supervisor who is not a teaching therapist of the IGWien, a curriculum vitae as well as an overview of the scientific activities of the supervisor must be provided and the approval of the IGWien must be obtained before starting the internship supervision.

In any case, the supervision of the internship must be carried out by a supervisor who does not work in the chosen internship institution. Internship supervision with supervisors who themselves work in the internship institution cannot be credited even if there is no relationship of dependence between supervisor and supervisee.

(see also the supervision guideline of the Federal Ministry of Health: <http://www.bmgf.gv.at/cms/home/attachments/7/0/5/CH1002/CMS1415709133783/supervisionsrichtlinie.pdf>).

Internship supervision cannot be performed by your own teaching therapist.