

REGULATION INTERNSHIP
QUALIFYING MASTER'S DEGREE classe LM-51 Nuovo Ordinamento
Tirocinio Pratico Valutativo (TPV), in accordance with Decreto Interministeriale n. 654 of July 5, 2022
– Order of Psychologists, Section A

Art. 1 – Definitions and aim

In accordance with D. I. n. 654 of July 5, 2022, the final exam for a Master's Degree in Psychology - classe LM-51 qualifies the student to practise as a psychologist. To this end, the above-mentioned final exam includes the performance of a practical assessment test of the professional skills acquired through the Tirocinio Pratico Valutativo (TPV) – practical internship carried out during the course of study, aimed at verifying the candidate's level of technical preparation for authorisation to practise the profession, which precedes the discussion of the dissertation.

Tirocinio Pratico Valutativo (TPV) – practical internship: takes the form of contextualised and supervised practical activities, involving direct observation and the performance of activities aimed at situated learning and the development of the procedural and relational competences and skills that are fundamental for the exercise of the professional activity. These competences refer to the typical and reserved acts, characterising the psychologist's profession also pursuant to Article 1 of Legge n. 56 of February 18, 1989, and include the use of cognitive and intervention tools for prevention, diagnosis, qualification-rehabilitation activities, support activities in the psychological field addressed to the person, the group, social organisms and communities, as well as experimentation, research and teaching activities. A total of 30 CFU/ECTS are envisaged within the framework of the professional training activities, divided into 10 CFU/ECTS for the Bachelor's Degree and 20 CFU/ECTS for the Master's Degree.

It is supported by:

Promoting institution (soggetto promotore): the University of Padua, the institution that promotes the practical internship experience by controlling its content and progress, thus assuming responsibility for the quality and regularity of the initiative.

The Internship Board (Commissione Tirocini Integrata Università-Ordine), hereinafter Commission, composed by University professors from the School of and by members designated by the territorially competent Order of the Council of the Order of Psychologists of the Veneto Region, in agreement with the University office, performs consultative, monitoring and qualification functions for training and professionalising traineeships, audits, identification of accreditation and maintenance criteria for traineeship sites and of qualification and updating criteria for tutors.

Internship Host institution (soggetto ospitante): public or private organisations and bodies, freelance professionals, hosting the internship (see Art. 3).

Host Tutor (tutor del soggetto ospitante): a psychologist registered with the Order of Psychologists, section A, for at least three years, who takes on the role of person responsible for the intern's placement within the Internship Host and supervises the intern's training activities (Art. 4). In order to perfect their practical, theoretical preparation, the intern will work alongside the Host Tutor in qualified activities aimed exclusively at their training.

These activities will enable the intern to combine the theoretical preparation acquired with application skills typical of the various fields of psychology.

The internship represents a special opportunity to conjugate theoretical knowledge with its application on the field. Its aim is to complete one's educational course by means of performing practical activities under the supervision and support provided by experienced professionals acting as tutors (Host Tutors).

The internship must foster the intern's integration of knowledge, the exercise of acquired skills, the experimentation of future work roles, reflection and discussion of one's own and others' activities and the formation of deontological and professional skills necessary to prepare for the autonomous practice of the psychologist's profession. In particular, the activities subject to observation and supervised experimentation will have to concern the use of cognitive and intervention tools for prevention, diagnosis, qualification-rehabilitation activities, support activities in the psychological field addressed to the person, the group, social organisms and communities, as well as experimentation, research and teaching activities, in the psychological field. With reference to the Code of Conduct, any direct contact with patients/clients must always be supervised directly by the Host Tutor and will refer to the ethical rules governing the psychologist's profession.

Art. 2 - Internship starting date and duration

The internship must begin after the acquisition of at least 30 CFU/ECTS.

The total duration of the internship is 500 hours, corresponding to 20 CFU/ECTS, to be completed over a period of time of no less than four months (maximum 40 hours per week, maximum 8 hours per day).

The internship can be divided as follows: a minimum of 14 CFU/ECTS (350 hours) at institutions outside the University that have an agreement with the University; a maximum of 6 CFU/ECTS (150 hours) at institutions within the University; or, 20 CFU/ECTS in operational contexts at qualified external institutions that have an agreement with the University.

Art. 3 - Types of external Host institutions

External institutions must have an agreement with the University: public or private health facilities accredited and contracted with the National Health Service. If these institutions cannot ensure the adequate and effective availability of psychology services and the relevant tutors, the internship can be carried out entirely at the other types of external institutions with an agreement with the University. The internship areas, internal or external, may cover more than one area of the psychologist's profession for which the graduate will be qualified and may therefore be carried out in different institutions, provided that the total number of hours is 500.

Art. 4 - Tutor requirements and tasks

The Tutor must be registered with the Order of Psychologists, section A, for at least three years. The professionals identified as tutors must have a consistent and systematic professional relationship with the organisation/company as employees, collaborators or consultants and must carry out activities with the specific qualification of psychologist involving an hourly commitment of at least 15 hours per week.

For the professional competences and activities of the Tutor, please refer to what is specified in arts. 5, 20 of the Code of Ethics and in the Recommendations for Ethical Aspects for Tutors and Interns in professional training.

The Tutor is responsible for the following functions:

- 1) introduction of the intern into the various contexts of professional activity: relations with institutions, interpersonal relations, technical and instrumental equipment;
- 2) verification of the intern's experience through constant monitoring, help with critical understanding and the provision of suggestions and corrections to supplement the experience;
- 3) final assessment of the internship, taking into account the results achieved by the intern and their capacity for integration within the institutional context in which the experience took place.

The Tutor may supervise a maximum number of 5 interns at the same time; a temporary overlap beyond this number of maximum 15 days is possible for administrative reasons only.

Art. 5 – Practical internship abroad

The internship can also take place in other European and non-European countries with the exception of 'risky countries' as defined by criteria and travel advice of the Italian Ministry of Foreign Affairs (www.viaggiare Sicuri.mae.aci.it). The Commission will assess the suitability of the structure and the company Tutor as the criteria set out in Art. 1 cannot be applied.

Art. 6 – Training project

The internship is based on a training project agreed and signed both by the Internship Host and the Intern, which should also be approved by the Promoting Institution (Delegated of the Rector). The training project must include a detailed description of objectives and activities to be performed under the Host Tutor and other essential elements such as internship duration, starting and ending date.

The training project must be completed by the Intern in consultation with the Host Tutor. The procedures for completing and submitting the training project to the Career Service are indicated on the School of Psychology website.

Art. 7 – Internship search and choice

In compliance with the provisions of Article 3, the Tirocinio Pratico Valutativo (TPV) – practical internship institution must have an agreement with the University in accordance with the procedures indicated by the Career Service.

The student can search for an Internship:

- looking autonomously for a Internship Host both in Italy and abroad. If the Internship Host should have not signed yet an agreement with the University of Padova, it is necessary to contact the Career Service office: stage@unipd.it;
- browsing the list of Italian subjects whose availability to host internships is public and accessible in the Moodle platform of Psychology: <https://elearning.unipd.it/scuolapsicologia>. To accede, one should click on Tirocini (after logging in, one can download the PDF file);
- into the [Vetrina degli Stage](#), by the Career Service, where it is possible to consult the offers published directly by a number of Italian and foreign companies willing to host interns.

Art. 8 – Monitoring

The internship activity is monitored by the Degree Course and the Career Service through two online surveys that the Intern is asked to complete.

Art. 9 – End of the internship and registration of CFU/ECTS

At the end of the internship, the intern submits a certificate to the Career Service, which includes the tutor's assessment of suitability. Pursuant to Article 2, paragraphs 8 and 10 of D. I. n. 654 of July 5, 2022, the tutor completes a certificate in which they assess the student's competences in terms of "knowing how to be and

doing psychology". These competences consist in applying the psychological knowledge necessary for professional practice and in demonstrating the ability to solve problems typical of the profession and questions of ethics and professional ethics. The training and assessment activities of the internship are carried out in accordance with the provisions for tutorial teaching in the didactic regulations of the study courses.

With the completion of the certificate, the tutor issues a formal certificate of attendance, together with an assessment of the skills displayed by the intern. These competences refer, for example, to:

- a) the assessment of the case;
- b) to the appropriate use of psychological tools and techniques for gathering information to carry out a case and context analysis;
- c) the provision of a theoretically grounded and evidence-based professional intervention;
- d) the process and outcome evaluation of the intervention;
- e) to the drafting of a report;
- f) to returning to the patient, client, user, institution, organisation;
- g) establishing appropriate relations with patient, client, user, institution, organisation;
- h) establishing appropriate relationships with colleagues;
- i) the understanding of the legal, ethical, deontological profiles of the profession, as well as their possible conflicts;
- l) the design of research-intervention activities.

The internship is passed by obtaining a suitability mark.

In the event of a negative assessment, the trainee is obliged to repeat the number of hours of training for which they were not considered suitable.

Once the Career Service has verified the correctness and completeness of the documents, the professors in charge will automatically register the CFU/ECTS acquired by the intern, subject to the student's compulsory registration. Registration takes place online and does not require the physical presence of the intern.

Students of the Master's Degree in Psychology, having passed the assessment of suitability of the internship activities corresponding to 30 CFU/ECTS of professional training activities over the entire training pathway (Bachelor's Degree or Master's Degree), are admitted to sit the final examination, including the practical assessment test (prova pratica valutativa) referred to in Article 1, paragraph 1, which precedes the discussion of the thesis.

Art. 10 - Formal requirements

Applications for the start of the internship and documents certifying the end of the activity must be submitted to the Career Service.

Art. 11 - Transitional rules

The following regulation shall apply as of students enrolled from the academic year 2023/2024.

For any matters not governed by this regulation, please refer to the provisions of Decreto Interministeriale n. 654 of July 5, 2022.