

## Missouri State University Practicum Site Questionnaire

Name of site Greene County Pretrial Services

Address 1010 Boonville

City, State Zip Springfield Missouri 65802

Phone 417-829-6012

Fax 417-829-6032

Contact Person Stephanie Hamilton

Email [Stephanie.Hamilton@courts.mo.gov](mailto:Stephanie.Hamilton@courts.mo.gov)

Website address \_\_\_\_\_

### Your Site

Description of the activities that occur at your site:

*The first activity is assessing pretrial inmates to determine a risk assessment score that indicates the defendant's risk level to fail to appear and to re-offend in the community. This includes interviewing the defendant, gathering and verifying criminal history, verifying information with family and employers, and utilizing an objective screening tool to supply a Risk Assessment Score to the Court. In some cases, gathering information from the victim and law enforcement or probation services might also be necessary. Sometimes substance abuse or mental health assessments are also a part of this responsibility. Two of the officers focus on assessments full-time.*

*The second major activity is supervising defendants who are released on their own recognizance to Pretrial supervision. This includes drug testing, facilitating treatment programs and psychological testing and treatment, regular reporting, electronic monitoring, and other such supervision responsibilities. When a violation occurs, the Officer must gather information to submit a violation report to the Court with a recommendation of what should be done regarding that violation. Two of the officers focus on supervision full-time.*

*The final major activity is pulling, organizing, and reporting data to various stakeholders. The data is focused on the elements that affect jail population, such as average length of stay of inmates; number of probation violators being held; etc. The goal is to utilize data to identify reasons for rising jail population and to identify ways to address it.*

Description of practicum students' duties at your site:

*Practicum students will help assess pretrial inmates to determine a risk assessment score for or against release without bond. This includes interviewing the defendant, gathering and verifying criminal history, verifying information with family and employers, and utilizing an objective screening tool to a Risk Assessment score to the Court. In some cases, gathering information from the victim and law enforcement or probation services might also be necessary. Some substance abuse or mental health assessment is also a part of this responsibility. The score indicates the defendant's risk level to fail to appear and to re-offend in the community.*

*Practicum students will help with the supervision as well by meeting with clients to updating records, closing cases and placing follow up calls to existing supervision clients.*

*Practicum students may also help gather data to address jail population.*

Type of population with which students would be working (e.g., adults, adolescents, children, physically challenged, cognitively challenged, etc.):

*Adults that are charged with a criminal offense, many of whom have mental health and/or substance abuse issues. Professionals include attorneys, jail staff, counselors, treatment providers and judges.*

## **Our Students**

### **Undergraduates**

Our undergraduate students typically are juniors and seniors with 17-35 credit hours in Psychology. There are exceptions. If you have any special requirements for students who apply at your practicum site, please describe them.

*We have not taken undergraduate interns in some time, and would gladly be interested in anyone that has strong interest in the criminal justice system.*

### **Graduate Students**

Our graduate students are students at the end of their first year or sometime during their second year in the clinical track of our graduate psychology program. These students need direct service contact with clients, and also need weekly supervision from a licensed mental health professional. Is your site interested in working with our graduate students?

*We have enjoyed working with graduate students in the past. We do not have a licensed mental health professional on staff or anyone with a master's degree at this time.*

### **Hours, Pay, and Commitment**

Days and time of days on which you need practicum students:

*Monday-Friday, 8-5 is when our office is open; times would need to fall within this framework.*

Is this a paid practicum? Yes \_\_\_\_\_ No  X

If yes, what is pay rate? \_\_\_\_\_

What length of commitment (e.g., semester, three months, six months), do you expect from the student?

*Semester or six months*

### **Application Process**

What is the preferred application process (e.g., email/mail resume/schedule an appointment)?

*Email with resume and we will subsequently schedule an appointment with those selected.*

Please provide any other information that would be useful in helping our students to make more informed choices.

*We cannot accept graduate students at this time. We would prefer a student who has some knowledge of the criminal justice system.*

**Thank You!**

**Revised December 5, 2016**

Thank you for your help in working with our students.

David Lutz  
Department of Psychology  
Missouri State University  
901 S National Avenue  
Springfield, MO 65897

417-836-5830

Fax 417-836-8330

[DavidLutz@Missouristate.edu](mailto:DavidLutz@Missouristate.edu)