

2010-11 Protocol for Ranking & Selecting Stipend Recipients CAPIC/mhsa Psychology Intern Stipend Program

1) CAPIC reviews all online applications to make sure they meet all required criteria for the stipend program, including completeness of the application itself. Requirements: a) currently doing an internship in an agency supported by CA/DMH funds; b) is expected to graduate at the conclusion of the current internship year; c) commits to work fulltime for 12 months if receiving a full stipend, or fulltime 6 months if a half-stipend, in a mental health agency receiving CA/DMH funds within 18 months following award of the doctorate.

2) CAPIC processes and scores the demographic section of the application, resulting in a point score.

One point is awarded for each item checked on the application form: African American; Hispanic American; Asian/Pacific Islander American; Native American/Alaskan Native; Grew up in rural California; I or my immediate family members have received services from a publicly supported mental health agency; Non-English language facility-- 1 pt for each language listed.

3) CAPIC removes demographic data from the essay portion of the application (e.g. student name, date of birth, doctoral program name, internship program name). CAPIC assigns a 3 digit number to each essay for identification.

4) CAPIC randomly assigns each essay to 4 members of the Stipend Selection Committee for review and rating. Two raters are faculty in CAPIC member doctoral or internship programs, and two members have either received services from a publically supported mental health agency or are a family member of a person who has received such services. Members of the CAPIC Board of Directors, CAPIC staff, or Doctoral program Chairs or DCTs are prohibited from rating essays.

5) Reviewers independently rate each essay globally on a Likert scale from 1-3, considering the intent of the Psychology Stipend Program and the effectiveness with which the student expressed the way their own education, training, and life experience have resulted in their dedication and skill to serve the needs of clients in the California publicly supported mental health system. A rating of "3" indicates a combination of excellent preparation and great dedication to the goals of the stipend program. A rating of "1" indicates a combination of poor preparation and low dedication to the goals of the stipend program.

6) Raters return the ratings for each essay to CAPIC.

7) CAPIC completes scoring all applications by taking the **mean** rating from the 4 reviewers, and places the candidates in 3 groups according the mean of the statement/essay ratings. Then, CAPIC orders the applications in each of the three groups by the number of points each application received on the demographic variables.

8) CAPIC then assigns a rank order across all the applications, and begins assigning stipends from the top of the rank order list down. If, or when, a ranking point in the list consists of more than 1 candidate (a tie), and all candidates at this rank cannot receive stipends due to funding limitations, the following rubric will be applied to break the tie: R-1. An additional point will be awarded to applications for each of the following: minority race/ethnicity, CA “threshold language” facility, grew up in rural California, and immediate family or personal history of receiving services from the CA publicly supported MH system. If this action fails to result in a clear decision, the ranking of applicants will be made via random number list.