



## Psychology Internship Consortium

### Application Process and Selection Policy

The Sanford Health-Psychology Internship Consortium (SH-PIC) currently offers four (4) full-time intern positions across its three (3) Primary Sites for the 2025-2026 training year.

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A complete application consists of the following materials:

- 1) A completed online AAPI (APPIC's standard application)
- 2) Cover letter stating your preferred training site(s) and why you are interested in those sites specifically. Applicants may indicate their interest in more than one site within the consortium without providing additional cover letters.
- 3) A current Curriculum Vitae
- 4) Three standardized reference forms, two of which must come from individuals who have directly supervised the applicant's work
- 5) Official transcripts of all graduate coursework
- 6) Supplementary Materials
  - a. A one-page clinical case conceptualization (*must be appropriately de-identified*)
  - b. One professional writing sample (e.g., diagnostic assessment or test assessment battery report) (*must be appropriately de-identified*)

SH-PIC will base its selection process on the entire application package noted above; however, applicants who have met the following qualifications prior to beginning internship will be considered preferred:

1. APA accredited doctoral program in clinical or counseling psychology
2. A minimum of 350 intervention hours
3. A minimum of 25 assessment hours
4. Experience or special interest in working with diverse populations and/or in rural or underserved areas

SH-PIC firmly believes that all forms of diversity serve to enhance the training environment and professional growth of interns and faculty alike, as well as allow the diverse range of patients served to see themselves in their providers. Applicants are individually evaluated in terms of quality of previous training, practicum experiences, and fit with the internship, as well as considered for the diversity that they may bring to the program. This internship site agrees to abide by the APPIC policy that no person at this training facility will solicit, accept, or use any ranking-related information from any intern applicant.

In addition to the preferences noted above, SH-PIC takes into consideration the potential commitment or interest of any prospective intern to remain in the North Dakota/Minnesota region following internship and work in behavioral health. Developing a strong behavioral health

workforce is an important consideration for the state, and an interest in remaining in the Midwest to join the workforce is considered a benefit in a potential intern.

All interns must undergo comprehensive background checks and screening per Sanford Health Human Resources procedures. Requirements include background check, fingerprinting, Tuberculosis test, drug screen, and up-to-date vaccinations. Alternatively, an approved vaccination exemption may be acceptable in certain situations, please inquire with the Training Director or Program Administrator for further information. Additional details about the specific requirements for background check and screening processes can be found in the “Pre-Employment Procedures Policy” listed on the SH-PIC website at <https://sh-pic.org/policies-procedures/>.

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Students interested in applying for Sanford Health’s internship program for the 2025-2026 training year should submit their AAPI and accompanying materials via the National Match Service (NMS) portal found at <https://natmatch.com/psychint/applicants/index.html>.

Applicants are encouraged to apply to as many or as few training sites within SH-PIC as they choose and should specify the site(s) they wish to be considered for in a cover letter/email, as noted above. Each of the three (3) training sites can be found in the NMS portal by their individualized site number and program descriptor as indicated below:

- Moorhead Adult Behavioral Health Clinic (MABHC)  
*General Psychology #258611 (2 positions)*
- Valley City Clinic (VCC)  
*Rural Psychology #258612 (1 position)*
- Child and Adolescent Behavioral Health (CABH)  
*Child/Trauma Psychology #258613 (1 position)*

Questions regarding the application or interview process may be directed to either of SH-PIC’s Program Director(s), Dr. Jeffrey Leichter ([Jeffrey.Leichter@sanfordhealth.org](mailto:Jeffrey.Leichter@sanfordhealth.org)) and Dr. Jon Ulven ([Jon.Ulven@sanfordhealth.org](mailto:Jon.Ulven@sanfordhealth.org)), or to the Program Administrator, Shelly McCann ([Shelly.Mccann@sanfordhealth.org](mailto:Shelly.Mccann@sanfordhealth.org)).