SAINT MICHAEL’S HOSPITAL/MENTAL HEALTH UNIT

Supervisor: Laurie Roberts
Contact Person: Michelle Nelson
Location: 900 Illinois Ave., Stevens Point, WI 54481
Placement Potential: 2

Basic Function:
Mental Health Unit services include:

1. **Psychiatric Care**
   Psychiatrists admit and treat patients with mental illness and are on-call 24 hours a day, seven days a week.

2. **Alcohol and other Drug Abuse Program**
   Designed for adults and adolescents requiring acute alcohol or other drug detoxification.

3. **Social Work**
   Social Worker will complete social assessments on mental health patients who stay in a minimum of 48 hours. The Social Worker will also facilitate a goal setting group and the social work group. Social Worker will be an integral part of the patient’s treatment while in the mental health unit. Social Worker will assist patients in discharge planning which may consist of scheduling counseling of out-of-home placements.

Student Experience:
Students will undergo an orientation at which time they will become familiarized with the Mental Health Unit. They will have the opportunity to interact with Mental Health and AODA patients and to administer social assessments. Students will also participate in patient group and team meetings while on the unit.
STATE OF WISCONSIN DEPARTMENT OF CORRECTIONS  
Division of Juvenile Corrections - Marathon County

**Supervisor:** Mark Frost

**Location:** Juvenile Community Corrections  
1699 Schofield Avenue, Suite 120  
Schofield, WI 54476

**Telephone:** (715) 241-8890

**Placement Potential:** 1

**Basic Functions:**
The Division provides community field supervision for delinquent juvenile offenders when they are released from a Type 1 secured juvenile correctional facility.

Offenders are supervised in both in-home and out-of-home placements on varying levels of supervision depending on the seriousness of their committing offense(s) and the level of danger they present to the community. Supervision varies from daily face-to-face contact with certain offenders, to bi-weekly contacts. Some offenders are placed on electronic monitoring as part of their supervision.

**Responsibilities:**
The Division of Juvenile Corrections is responsible statewide for operation of three correctional facilities: Lincoln Hills School, Irma; Ethan Allen School, Wales; and Southern Oaks School for Girls, Union Grove. The Division also provides juvenile parole supervision for 26 counties, including Milwaukee and Dane, and Corrective Sanctions programming (intensive supervision) statewide.

In addition, the Division is responsible for implementation of Chapter 938, Wisconsin statutes (the revised Juvenile Justice Code), statewide, in consultation with county human service departments, prosecutors, and courts. The Division is also directly involved in new program and resource development for county-based juvenile services statewide, including the development of county-provided Intensive Supervision for juvenile offenders on probation at the county level.

**Student Experience:**
The intern will be assigned to work closely with a Division probation and parole agent. DJC agents typically cover a territory of three to eight counties and handle a multitude of responsibilities. Most days involve 4-6 hours of travel time. The intern will make community contact visits to the offenders and their families, and collateral contacts with multiple schools, placement agencies, law enforcement and human service agencies. The intern will be exposed to all Division operations, the corrections schools, the Juvenile Offender Review process, court hearings, and parole revocation hearings. The intern will be expected to learn and utilize the regular DOC/DJC documentation system, including automated systems, and learn to correctly document case file information, write technical court reports, case plans, and case reviews. The intern will, toward the end of the internship, be offered the opportunity to make client contacts on his/her own, if approved by the supervisor.
STATE OF WISCONSIN DEPARTMENT OF CORRECTIONS  
Division of Community Corrections – Portage County

Supervisors: Vacant, Field Supervisor #807  
Craig Jascor, Agent  
Mike Watson, Agent

Location:  
1001 Maple Bluff Road, Suite #3  
Stevens Point, WI 54481-9144

Placement Potential:  2 (Could vary from semester to semester)

Basic Function:  
The Division of Community Corrections stated function is as follows: to protect the public through community based supervision of probationers and parolees. Probation and parole provides offenders opportunities to live, work, and receive treatment and training in the Community, thus, helping them to become productive, gain self-esteem, strengthen their family unit and reduce their likelihood to commit criminal behavior. In achieving this purpose we have the following goals:

1. Gain information to prepare thorough and accurate assessment of offenders.
2. Assess and supervise each offender's level of need and risk for effective supervision.
3. Provide the Courts, the Department of Corrections, and the paroling authority with timely, accurate investigations, and sound recommendations to aid in sentencing, institution programming, and parole planning.
4. Hold offenders accountable for their behavior.
5. Provide direct service or refer clients to individual, group, or family counseling, treatment programs or other services which address assessed needs.

Responsibilities:  
The Division of Community Corrections is responsible for meeting the above listed goals through interaction with approximately 65 to 85 clients per agent caseload. Agents meet with clients on a regular basis in their offices and in the field. They are responsible for gathering information, and making decisions relative to sentencing/parole, case plans, and structure/treatment needs. They work with clients for a period of time determined by the Court or until revocation resulting in the client's incarceration.

In addition to working with clients, they also work with client's friends and families, and victims of the offenses which they committed. They provide information, support, and referrals for services. They work with law enforcement agencies, and other members of the Criminal Justice System. Through these efforts it is our ultimate goal to assist offenders in maintaining crime free lifestyles, and minimize their risk to the Community.

Student Placement:  
The student experience will be in the planning, implementation, and monitoring of the case plan which is unique for each client. This can include the following:

1. Assessing client needs/risks and making referrals to various agencies to minimize potential problems.
2. Meeting with clients weekly, bimonthly, or monthly, according to their supervision level to assess compliance with the court orders and rules of probation/parole. Also to deal with any additional issues that may arise during the course of supervision.
3. Collecting information from the client, law enforcement agencies, and other collaterals so as to gain an understanding of the client's overall life situation.
4. Responding to problems that may arise from family issues, further criminal activity, failure to participate in treatment, etc., and formulating, then implementing consequences for those behaviors.
5. Performing miscellaneous tasks such as collecting urine specimens, recording data collected and other tasks that are routine tasks in the agency.
STEVENS POINT CARE CENTER

**Supervisors:** Jane Bertzyk, Activity Director  
Gretchen Iverson, Social Worker

**Location:** 1800 Sherman Avenue  
Stevens Point, WI 54481

**Placement Potential:** 1

**Basic Function:**
River Pines is a 145-bed skilled nursing facility with an assisted living unit available. It specializes in combining the many aspects of long-term and convalescent care, such as nursing, dietary, activities and restorative services, for persons who need special care. River Pines is unique in that it serves a varied group of clients including geriatric, subacute dementia, and a variety of residents with rehabilitative programming needs. With a staff of professionals, River Pines develops a comprehensive care plan for each resident. Based on the specific condition the plan includes treatment through long- and short-term goals to meet nursing, restorative, dietary and social needs. River Pines is unique because the facility has a medical director; full-time physician; full-time physician’s assistant; podiatrist; dentist; in-house psychologist; and, a thorough in-house support system of speech, physical therapy and progressive ancillary diagnostic services. River Pines is licensed and approved by the Wisconsin Department of Health and Social Services and Joint Commission Accredited.

**Responsibilities:**
River Pines is a health care setting reflecting service provision to all areas of health care from geriatric to short term rehabilitative clients. In serving these varied groups of residents a multi-disciplinary progressive approach to programming is implemented, allowing the student exposure to a wide variety of professions, therapies, concepts and approaches. Students accepting placement under the Social Work Option would become an active part of the resident's life, as they assisted in providing social services and psycho-social needs within the facility. Unique to this varied health care setting the student would receive exposure to a wide variety of special services such as speech, dietary and activities. Student experience is also patterned to insure contacts with the numerous ancillary services, provided through community agencies. Contact with these supplemental services exposes the student to the resources currently available to assist River Pines in continuing its health care role within the community.

**Student Experience:**
The student will be under the leadership of the Activity Director and facility Social Worker. The student will receive training specific to long-term social services and a management role through the Activity Department. This experience will allow for incorporation in a variety of future employment opportunities.

**Specific Experiences, Responsibilities and Skill Development Areas**
- Admission/Discharge Planning
- Care Planning
- Community Resources - Liaison
- Community Education - Changing Roles
- Direct Family - Resident Counseling
- Financial Planning - State and Federal Programs
- In-service Programming - Staff Education
- Personnel - Administrative - Medical Service Knowledge
- Management of an Activity Department
- One-on-one daily interactions with the residents
STEVENS POINT DAY TREATMENT PROGRAM
NORTHWEST COUNSELING & GUIDANCE CLINIC, INC.

**Supervisor:** Laura Kowalski, Program Coordinator

**Location:** 525 Fourth Avenue
Stevens Point, WI 54481

**Email:** spdt@nwpass.com

**Web site:** www.nwpass.com

**Placement Potential:** 2

**Basic Function:**
Stevens Point Day Treatment works in cooperation with local schools and counties to provide a treatment alternative. Community-based treatment option offering intensive intervention and preventative services for children and adolescents with significant emotional and behavioral difficulties.

**Responsibilities:**
Stevens Point Day Treatment provides a vital treatment partnership for area schools, families, community resource providers, and social services. The program offers a wide range of clinical services designed to meet the individual therapeutic needs of children and adolescents (including individual and group counseling, family intervention, medication management, and extensive skill building).

**Student Experience:**
The student experience in direct service may include the following:

1. Knowledge of filing, charting, and documentation.
2. Work collaboratively with mental health professionals in providing group counseling services.
3. Experience in conducting group activities.
4. Implement behavior management techniques under supervision of Mental Health Professionals.
5. Assistance in client treatment plans.
6. Client Clinical Review.
7. Learn case management responsibilities under supervision of mental health professionals/case managers.
STEVENS POINT HOUSING AUTHORITY

Supervisor: Mary Kampschoer, Resident Services Coordinator
Location: 1300 Briggs Court
           Stevens Point, WI 54481
E-mail: mkampschoer@spha-wi.org
Placement Potential: Resident Services Intern

Basic Functions:
The Stevens Point Housing Authority, which owns and operates public housing within the city limits, is a non-profit organization established by State and Federal law. Our goal is to provide decent, safe and sanitary housing to households with low income. Families, elderly and disabled persons are served with a total of 360 units managed.

Responsibilities:
The Resident Services Coordinator is the staff person responsible for working directly with residents to provide supportive services to enable the resident to remain or attain self-sufficiency. Services can include direct consultation, referrals to community resources, and project continuation and development. The focus of the internship falls into the last two categories.

Examples of projects of intern involvement include: health and wellness activities for elderly/disabled clients, developing activities for elderly/disabled clients to include intergenerational, social, informational/instructional sessions.

The intern will work with the Resident Services Coordinator to develop a project or projects suited to the needs of the elderly, disabled, youth or family residents and bring that project(s) to full completion by the end of their internship and/or work to continue a project currently in operation.

There’s a possibility there will be a summer project that will serve public housing youth at Madison View Apartments through the Boys & Girls Club of Portage County.

Student Experience:
The intern will understand the function of the agency and the roles of staff through direct interviews. The intern will enhance their professional skills through the completion of assigned projects as well as project development. This position will enable the student to develop their skills in the areas of needs assessment, public relations, resource development, project development and implementation and client observation.

The intern will be able to explore a somewhat non-traditional career choice (apartment management in a public housing setting) suited to the skills of the Social Worker/Sociologist.

The student is expected to participate in all staff meetings, job shadowing various staff members including such duties as apartment inspections, meetings of various community organizations and other activities in and out of the agency determined to benefit the student.

Project or projects undertaken will determine time commitment. Technical support and collaboration on work assignments provided by the Resident Services Coordinator. All materials necessary to complete projects will be made available through the Housing Authority.
THE WOMEN’S COMMUNITY, INC.

**Director:** Jane Graham Jennings

**Location:**
2801 North 7th Street
Wausau, WI 54403

**Phone:** (715) 842-5663

**Placement Potential:** 4

**Basic Functions:**
The mission of The Women’s Community is to provide specialized services to persons in Central Wisconsin affected by domestic violence, sexual assault, and unemployment. Our goal is to help individuals and families attain greater emotional and economic self-sufficiency.

**Responsibilities:**
TWC consists of programs that provide specialized services. TWC services are funded by local, state, and federal grants, the support of area individual and corporations, the United Way, and fund raising activities. TWC is managed by a board of directors.

The Domestic Abuse Services Program includes answering the Crisis Hot Line, dealing with people in crisis situations, working closely with clients who are in the shelter, counseling services, referral services and support services.

The Sexual Assault Victim Services Program includes providing services to sexual assault victims and their families, working closely with police, and if the client so chooses, going through the entire investigative process with the client.

The Transitional Living Program is a long-term service, and includes assistance with obtaining housing, supportive counseling, and support groups.

Southeast Asian Activate Program: Provides all services to Southeast Asian (Hmong) victims.

Abuse in Later Life Program: Provides all services to victims age 55 and older.

**Student Experience:**
A minimum of 3 credits or 144 hours are required. Students will need to go through a training period before being able to answer the Crisis Hot Line. They need to deal with crisis situations calmly, have a willingness to intermingle with clients, have good oral and written communication skills, be aware of community resources, be available to be on site at the shelter, and need to feel comfortable being alone at the shelter without staff present.

**Comments:**
Working with TWC staff and their clients can be a rewarding as well as educational experience. The Women’s Community will lay the groundwork for understanding oppression and inequities in our culture and how those issues relate to and support domestic violence and sexual assault. The Women’s Community recognizes that it will take social change to eradicate these types of crimes in our society.
TOMORROW'S CHILDREN

Supervisor: Greg Heindel, MSE, LCSW, LPC
Social Service/Counseling Director

Staff: Rachel Erbes, CSW
Sara Beth Stielow, CSW

Location: P.O. Box 192
Waupaca, WI 54981

Telephone: (715) 258-1451

Basic Function:
Tomorrow's Children, Inc. is a state licensed residential treatment center serving a population of children who have demonstrated severe behavior problems and who have been victims of abuse, and/or suffer from a variety of mental illnesses.

The residential social worker participates as part of the total residential care team with the primary focus being programming to teach each child new behaviors and skills to replace those that have been found socially maladaptive. Services are divided into child training, education, community training and parent training.

Responsibilities/ Roles:
Specific services provided by the residential social worker at Tomorrow's Children include, but are not necessarily limited to:

- Casework
- Family training
- Client training
- Administration
- Supervision of staff
- County communication

In addition, the social worker is responsible for maintaining records and progress notes for each resident.

Student Experience:
The student will receive a basic orientation to the residential facility and the agency's philosophy. The student will also have the opportunity to observe and work with child care workers on the job. Another level of training involves work with the social worker and administration in the provision of services depending on the interests and goals of the student.

An outline follows describing the student experience.

Social Work - Student Training:
I. Orientation
   - Agencies Philosophy – goals
   - Students responsibility
   - Agencies responsibility
   - Personality in social work as related to job selection
   - Role of all staff members

II. Role of Social Worker in Residential Treatment
   - Case Work
   - Family Training
   - Client Training
   - Administration
E. Supervision of staff
F. County communication

III. Client Training
A. Knowing the client
B. Recognizing the negative and positive aspects of the client
C. Determination of goals
D. Programming for the child

IV. County Communication
A. Planning for admittance
B. Goal setting
C. Community resources
D. Other available resources
E. Discharge planning
F. Recognition of county workers position
G. Problems in communication with counties

V. Parent Training
A. Recognizing parent's emotions, needs, wants, etc.
B. Recognizing parent's limitations
   1. Problems
   2. Availability
   3. Educational Level
C. Training material and presentation of material

VI. Administration
A. Licensing
B. Budgeting
C. Politics
   1. Contracting
   2. Responsibilities
   3. Communications
   4. Liabilities
   5. State-County organization

VII. Miscellaneous
A. Needs in the Community
B. Laws
C. Other Facilities
D. Rise and decline in client populations
UNITED WAY’S 2-1-1
A PROGRAM OF THE UNITED WAY OF MARATHON COUNTY
SERVING MARATHON AND PORTAGE COUNTIES RESIDENTS

Supervisor: Julie Grip, 2-1-1 Director

Location: 137 River Drive
Wausau, WI 54403
(715) 848-2927

This is an unpaid position that is available year-round. We offer flexible-scheduling weekdays between 8 a.m. and 5 p.m., with a minimum of 225 total hours required.

Information and Referral Specialist:
Defines callers’ questions or needs through telephone interview and provides appropriate referrals or information. Participates in research, information gathering and promotion according to the student’s interests and background.

Duties and Responsibilities:
1. Maintains the confidentiality of each caller and United Way’s 2-1-1 as a whole.
2. Answers the phone and takes the caller’s question. Provides information to answer the caller’s questions based on computer and other files. When appropriate, refers the caller to another agency or resource to help with their problem. Encourages the caller to act upon the information or referral that United Way’s 2-1-1 provides.
3. Keeps a record of pertinent information on each call and follows up on selected calls.
4. Attend training sessions and interagency meetings.
5. Other responsibilities may include:
   • Helping with statistical records or information gathering projects;
   • Updating information and data entry;
   • Assisting with production of publications;
   • Assisting with promotion and public relations.

Job Requirements:
1. Good communication skills including sensitivity, maturity, composure, empathy, tolerance, flexibility, non-judgmental attitude and dependability.
2. Ability to maintain confidentiality.
3. Ability to accept directions and work independently.
4. Willingness to learn about community resources and to investigate the most appropriate referral for each caller.

For more information, contact: Julie Grip, Director, or Michele Fandre, Line Operations Manager, at (715) 848-2927, Fax (715) 848-2929
UNITED WAY VOLUNTEER CENTER OF PORTAGE COUNTY

Supervisor: Sasha Vieth, Director of Volunteer Center

Location: 1100 Centerpoint Drive, Suite 301
Stevens Point, WI 54481

Telephone: 341-6740 (phone)
Fax: 341-3717 (fax)
E-mail: volunteer@unitedwaypoco.org

Functions and Responsibilities:
The intern’s primary function will be working directly with director and programs offered by the United Way Volunteer Center. The Center presently provides the following services to 28 different human service agencies.

Mission Statement:
The Volunteer Center will assist in mobilizing resources and people to deliver creative solutions to community problems.

Objectives:
• To provide a central clearinghouse for volunteer opportunities in Portage County.
• To provide an interview and referral service to people interested in community volunteer work.
• To conduct ongoing recruitment of volunteers; and specialized, targeted recruitment of volunteers as necessary.
• To foster volunteer leadership with adults as well as youth to meet existing and emerging community needs.
• To recognize the accomplishments of volunteers in Portage County.
• To continually work to enhance the image of volunteers in the community.

Additional Projects:
• Project Fresh Start assists low-income families with school supplies. The program will be enhanced with the help of staff from Portage County Health & Human Service Dept. and volunteers from the community including Retired Senior Volunteer Program (RSVP) members and youth from the high schools. We hope to provide the children with vouchers for clothing, free haircuts, personal hygiene items, immunization, assisting in applying for library cards and the Police and Fire Department promoting safety information.

• Make a Difference Day is an annual nation-wide day of helping others. The day is designed to challenge volunteers to spend one Saturday “making a difference” in the lives of others. The Volunteer Center and Tom Lisack of the SPASH Key Club coordinate the Stevens Point rake-a-thon. Volunteers will be recruited to rake leaves for older and disabled people. Last year 450 volunteers raked 100 yards in the Portage County area.

• Volunteersrock.org – Promote use of this web site tool as a connection for community volunteering through various tools and partnerships.

Responsibilities:
The student intern will assist the director of the Volunteer Center with the implementation of each of the projects listed above.

This is an excellent opportunity to lean a variety of skills in pleasant and dynamic nonprofit environment. If you are an energetic person with a desire to gain experience in the human-service field, contact Sasha Vieth, Director of the Volunteer Center at 341-6740 or send a cover letter and resume to United Way of Portage County, 1100 Centerpoint Drive, Suite #301, Stevens Point, WI 54481.
WASHINGTON HOUSE GROUP HOME

**Supervisor:** Donny Behn

**Location:** 3020 Washington Avenue
Plover, WI  54467

**Basic Function:**
Washington House is a group home for adolescent males. The goal of Washington House is the return of the individual to the community. We believe this goal can best be accomplished when behaviors are treated in a positive therapeutic environment. We're committed to the program development, professional investment and quality care necessary to accomplish this emotional wellness.

**Treatment Objectives:**
- Increase family communication skills and mutual respect.
- Accept responsibility for behavior through understanding of specific patterns.
- Understand personal anger and how it fuels a variety of abuse.
- Elevate self-worth and confidence in abilities.
- Gain respect for the rights and feelings of others.
- Develop a plan for reintegration back into the community.

**Student Experience:**
Treatment components include individual, group, and family therapy. Washington House staff work closely with the Stevens Point Area school officials in setting up each individual resident's academic plan. They also provide training in Living Skills necessary for personal hygiene and household maintenance.
WAUPACA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES

**Supervisors:**
- Dennis C. Dornfeld, Director
- Dr. Tiffany Dorst, Outpatient Treatment Services/CSP Manager
- Patrick Enright, Coordinator, Community Care Division
- Dr. James Fico, Coordinator, Children and Families Division
- Alan Stauffer, Intake/Assessment/Monitoring Manager
- Renee Soroko, Intensive Services Manager

**Location:**
- Waupaca County Courthouse
- 811 Harding Street
- Waupaca, WI 54981
- (715) 258-6300

**Placement Potential:**
1

**Basic Function:**
The Waupaca County Department of Health and Human Services provides a variety of social services, health, mental health, and financial services to residents of Waupaca County.

The Agency is a combination of the social services, mental health, commission on aging, county nurses, and drug and alcohol. This agency was merged on January 1, 1987, and has functioned as a human services agency since that time. The Health and Human Services has two Divisions relating to the Social Work/Applied Sociology program.

The first is the Community Care Division which deals with the adult and elderly population of the county. Programs include the community options program, community integration program, supportive home care for the elderly, volunteer services, volunteer services, volunteer driver program, benefit advocate, and developmental disabilities program.

The Children and Families Division is made up of four separate units. The Intake, Assessment, and Monitoring Unit handles child abuse/neglect and juvenile justice intake, and also monitoring of court-related cases. It also handles family court and mediation. The Intensive Services Unit provides therapeutic resources for complex cases involving children, all of whom are managed through community-based teams. In addition, this unit works with the Charter School, foster care services, and outreach. The Outpatient Treatment Services Unit is the mental health/AODA clinic for the county and deals with mental health, AODA, OWI assessments, psychiatric and psychological evaluations, community outreach and prevention. The Community Support Program (CSP) works with the chronically mentally ill.

**Student Experience:**
The student is given an overall orientation to the Agency during the first two to three weeks of placement. After the orientation, an area of involvement will be determined by the student and Unit Manager. The student has many opportunities to interact with the human service staff within the Agency and gain a great deal of exposure to various aspects of social work.

**Agency Expectations:**
The student is expected to submit a social history on him or herself at the beginning of placement. The Agency expects the student to submit an evaluation of his/her experiences at the end of placement. This evaluation would be of the Agency's strengths and weaknesses and recommendations for future placements.

The agency expects the student to be professional in his/her manner of dress and conduct. Punctuality, dependability, and openness to new experiences are essential for successful placement.
WOOD COUNTY DEPARTMENT OF SOCIAL SERVICES

Contacts:  John A Chrest, MSSW, Director
   Robert Goetter, MSW, Deputy Director

Locations:  City Hall
   Marshfield, WI 54449

   Wood County Courthouse
   Wisconsin Rapids, WI 54495

Placement Potential:  1

Basic Function:
Wood County Department of Social Services (WCDSS) exists as a result of several state mandates requiring protection of children, the elderly or disabled, administration of long-term support for the elderly and disabled, and administration of energy and welfare support programs. WCDSS offers three major service areas: (Student placements are available in the first two areas.)

1. Adult/Disabled Services (Long-term care and adult protective services)
2. Family Services (Juvenile and Child Protective Intake and Ongoing Family)

Philosophy:
Our mission is working with people to enhance their quality of life.

Student Experience:
A student assigned to the Adult Unit might work with adult or disabled clients to assess their needs and help them access services. This unit also provides protective services to ensure rights and safety of clients.

A student assigned to the Juvenile Intake Unit would work with delinquent, runaway, truant or uncontrollable youth involved in the court system.

A student assigned to the Child Protective Intake Unit would assist with investigations of alleged physical, sexual, or emotional child abuse or neglect involving children under the age of 18.

A student assigned to the Ongoing Family Services Unit would work with youth and families experiencing problems. Services in this unit are broken into intensive and case management. Social workers explore why behaviors occur and assist families in making behavioral changes to reduce the risk of maltreatment or to eliminate delinquent behavior. The overall goal is to strengthen families and to promote positive change.