



**Outline of the Counseling Services to be Provided by  
Community Institute for Psychotherapy  
to San Rafael School District during the 2017-2018 School Year**

The term of Agreement shall be from September 15, 2017 thru June 30, 2018.

**Agency Background**

Community Institute for Psychotherapy (CIP) is a nonprofit, tax-exempt center founded in 1977 to provide quality, affordable mental health services to individuals and families who don't have the resources to pay full fees for professional help. Each year, agency wide, CIP serves more than 750 families, children, and adults.

Client services are provided by 22 to 24 qualified intern-therapists enrolled in or graduated from post graduate programs throughout the Bay Area, and earning hours toward licensure (LMFT, LCSW, PsyD, PhD). Intern-therapists are selected through a competitive process and receive training and supervision by licensed mental health professionals.

CIP Contact information:

Robin Joy Berenson, PhD, LMFT; CIP Executive & Clinical Director  
415-459-5999 x100, rjberenson@cipmarin.org

Margaret Perlstein, LMFT Schools Project & Wisdom Warriors Program Director  
415-460-1134, mspmf@comcast.net

**CIP's School Project – Individual Counseling**

Participating School:

San Rafael High School  
185 Mission Street  
San Rafael, California 94901

Our Schools Project for Disadvantaged Students at Risk, one of several outreach programs conducted by CIP, was founded in 1991 to provide counseling services onsite in Marin public schools to low-income students with urgent psychological and emotional needs, ages 6-18, during school hours. Practices are all evidence-based.

School Responsibilities:

School Staff will:

- Interview potential School Counseling Intern
- School principal and school counselor will identify and refer students to the Schools Project, and determine whether a particular student will receive individual one-on-one counseling, or group counseling.
- Schedule counseling sessions and facilitate students attending.
- Assist with contacting parents to obtain written permission for their children to receive counseling services.\*
- Oversee School Counseling Intern(s) while they are at the school site.
- Maintain communication with CIP Schools Project Program Director Margaret Perlstein, LMFT, providing feedback and ongoing evaluation of students, intern-therapists, and the program.



All program outcomes will be continually evaluated by CIP clinical staff in conjunction with school personnel and administration. Margaret Perlstein, LMFT will stay in regular contact with school counselors, providing feedback.

In the event that any concern about a student arises, school staff and administrators will be advised immediately.

If any potential "red flag" issue arises, interns will immediately contact the school counselor to report and discuss next steps (unless it is an emergency situation).

School Counseling Interns will maintain progress notes on each session, to be kept at CIP according to HIPAA regulations, and provide copies to school counselors weekly.

**Insurance:** Each party to this Agreement shall indemnify, defend and hold harmless the other party against, and in respect of all claims, losses, costs, expenses, obligations, liabilities, including interest, penalties, and allowable attorney's fees that they shall incur or suffer which may arise or result from any breach of or failure to perform any of the indemnifying party's obligations in this Agreement or from the indemnifying party's negligence with respect to the operation of counseling services described in this agreement. Each agency will issue the other a certificate of insurance, naming the other, including its officers, agents, and employees as additional insured with respect to the Mental Health Counseling Services.

All services will be carried out under the close supervision of CIP's highly qualified staff of Clinical Supervisors and the weekly oversight of CIP Executive and Clinical Director Robin Joy Berenson, PhD, LMFT, and core staff members: Assistant Clinical Directors Leah Seidler LCSW, and Wendy McVey, PsyD; and Director of Pre-Doctoral and Post-Doctoral Program Karen DeVaney, PsyD.

Here are our costs:

CIP's School Program Budget is \$81,248 = \$10,156 per intern (8 interns)  
San Rafael High will have 3 interns at \$30,468.

**We thank you for your commitment to contribute \$13,500 towards our costs for the 2017-2018 school year.**

Signed,

  
\_\_\_\_\_  
Robin Joy Berenson, PhD, LMFT  
Executive & Clinical Director

May 10, 2017  
Date

\_\_\_\_\_  
Dr. Michael Watenpaugh  
Superintendent of San Rafael City Schools

\_\_\_\_\_  
Date