

# Cornerstone Behavioral Healthcare

## PM.22 Students and Volunteers

### CORNERSTONE BEHAVIORAL HEALTHCARE

Students/Interns (students) will be selected for educational opportunities at Cornerstone Behavioral Healthcare (CBH) through participation in an interview process, including reference checks, and State-required background checks. Students will be provided with a job description for their work at CBH, which is developed by the student, the student's supervisor, and the CBH supervisor responsible for the student. \*

Students will receive the same orientation as regular employees. The orientation checklist will be completed and placed in the student's personnel file.

Students are to be clearly identified at all times when they are representing CBH.

Students are provided with the same supervision as paid employees and are supervised by individuals with licensure, certification, or experience in an area appropriate to the work assigned.

Documentation related to student supervision will include:

- Contract signed by educational institution and student
- Memorandum of Understanding or Agreement (if applicable)
- Clinical supervision, and/or documentation of supervision meetings
- Progress of placement
- Professional Liability Insurance certificate from educational institution and/or student
- Contact information for, and documentation of communications with, placement liaison (or documentation of no liaison, if applicable)

CBH will exercise its best efforts to ensure students receive the necessary training to enable them to be successful in their respective positions.

CBH does not utilize volunteers.

*Frank Willard*

\_\_\_\_\_  
CEO

10/31/2025

\_\_\_\_\_  
Date

\*As specified in 10-144 CMR Ch. 123.13.E