

Sample Admissions Services Rotation

	Mon	Tues	Wed	Thurs	Fri
7-8am	Check Assignments	Check Assignments	Check Assignments	Check Assignments	Check Assignments
8-9am	Pt interview/prep	Pt interview/prep	Pt interview/prep	Pt interview/prep	Pt interview/prep
9-10am	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team
10-11am	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team	Admissions Treatment Team
11-12pm	Lunch (Intern's Discretion)	Lunch (Intern's Discretion)	Lunch (Intern's Discretion)	Lunch (Intern's Discretion)	Individual Supervision
12-1pm	Complete Safety Plans Interviews/Consults/Therapy/Notes/Assessment and Reports	Complete Safety Plans Interviews/Consults/Therapy/Notes/Assessment and Reports	Complete Safety Plans Interviews/Consults/Therapy/Notes/Assessment and Reports	Complete Safety Plans Interviews/Consults/Therapy/Notes/Assessment and Reports	Complete Safety Plans Interviews/Consults/Therapy/Notes/Assessment and Reports
1-2pm	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports		
				Group Supervision/Leadership	Seminar 1:30-3:30
2-3pm	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports		
3-4pm	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports		
					(3:30-
4-4:30pm	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports	Complete Interviews/Consults/Therapy/Notes/Assessments/Reports

Check in with Admissions Coordinator to ask them if there are any testing, therapy sessions/safety plans for discharge to be completed, or community meetings to attend (and expectations for those). **Safety plans can be time sensitive.** Having a text or email group or other such arrangement is fine.