



**Postdoctoral Fellowship in  
Clinical Neuropsychology and  
Neuropsychological Rehabilitation**

**2022-2024**

## **Neuropsychology Postdoctoral Fellowship, Bancroft NeuroRehab**

### **I. Institution and Program Description**

#### **Our Institutional Mission and Vision at Bancroft**

Bancroft profoundly impacts children and adults living with disabilities by delivering high-quality services to empower them to realize their best life.

Bancroft sets the standard of excellence in services for people with disabilities and professionals in the field through a culture of learning, innovative treatment, and transformational research, all leading to outstanding outcomes.

#### **Philosophy of Care**

We are committed to providing person-centered care with compassion and respect, in a safe environment, using evidence-based approaches to improve quality of life and foster opportunities for a fulfilling future.

#### **Mission and Goals of Bancroft's Neuropsychology Postdoctoral Fellowship**

The postdoctoral fellowship education and training at Bancroft NeuroRehab (BNR) is designed to meet Houston Guidelines for board certification in clinical neuropsychology. At completion, fellows will demonstrate an advanced level of competence in the specialty of clinical neuropsychology and will be prepared for independent practice in the specialty.

The postdoctoral fellowship program at BNR is a full-time 2 year position. Fellows spend at least 60% of their time on neuropsychological activities, specifically engaged in testing, scoring, clinical interviews, report writing, test interpretation, and feedback sessions. In addition, fellows carry a caseload of psychotherapy clients, all of whom have neurologic injuries, which provides additional experience and learning about the relationship between brain injuries and how the consequences and symptoms manifest on a daily basis. Fellows attend weekly seminars and didactic meetings in which advanced test interpretation/neuropsychological evaluation, brain-behavior relationships, and treatment, among other topics, are covered. Fellows conduct research and produce at least one project that is submitted for a poster or other presentation, or a manuscript for a journal. Fellows receive at least two hours of direct supervision per week with at least one hour conducted by an ABPP board certified neuropsychologist. In sum, the fellowship meets criteria for board certification in clinical neuropsychology by the American Board of Professional Psychology, as well as licensure requirements in the state of New Jersey.

#### **Program Administrative Structure**

The psychology department is part of BNR, which is one component of Bancroft, a private, nonprofit organization and leading provider of programs and supports for individuals with acquired brain injury, autism, and other intellectual or developmental disabilities. Bancroft has been helping people with disabilities regain their independence and actively participate in their communities for over 125 years. BNR is recognized as one of New Jersey's premier brain-injury rehabilitation providers for treatment of neurologic disorders. Neuropsychological services at BNR include outpatient neuropsychological evaluations, outpatient and residential rehabilitation psychotherapy and behavior management services, residential group therapy services, interdisciplinary team

services, residential staff training in brain injury and behavior management, and psychology training services.

### **Setting and Affiliated Institutions**

Bancroft/BNR is a freestanding nonprofit organization. Fellows primarily work out of BNR's outpatient facilities conducting neuropsychological evaluations and therapy with both outpatient and residential clients. Based on the needs of their clients, fellows provide neurorehabilitation treatment, including staff training, at BNR's residential homes and apartments. Fellows are members of transdisciplinary teams that include nurses, case managers, physical therapists, occupational therapists, speech therapists, music therapists, and direct support staff.

BNR's postdoctoral fellowship has partnered with hospitals in the Philadelphia/South Jersey area for didactic opportunities. For example, a monthly didactic seminar is conducted with the University of Pennsylvania's Memory Clinic, and there are opportunities to attend weekly grand rounds at Temple University Hospital Neurology Department and at Cooper University Hospital Psychiatry Department. There are potential research opportunities through the Psychology Department at Temple University. BNR has partnered with Penn Medicine (University of Pennsylvania), Temple University, Drexel University, Philadelphia College of Osteopathic Medicine, LaSalle University, Chestnut Hill University, Widener University, and Immaculata University for student and internship training programs. BNR provides practicum student training, and BNR neuropsychologists are members of master's thesis and doctoral dissertation committees and teach graduate level courses at local universities. BNR is part of the APA Accredited Immaculata University Internship Consortium for training predoctoral interns and is committed to training one pre-doctoral intern per year.

### **Physical Facilities**

Postdoctoral fellows have their own office onsite at one of our locations. They are provided with a laptop computer, as well as network access, an email address, a phone with their own phone number, and access to all medical records and online platforms that Bancroft uses. Office supplies and fax machine services are also provided. Testing and scoring supplies are provided onsite. Parking is free and onsite at all locations. Currently, BNR or the co-directors have subscriptions to the Archives of Physical Medicine and Rehabilitation, the Archives of Clinical Neuropsychology, and The Clinical Neuropsychologist.

### **Client Population**

Client populations we serve include traumatic brain injury and post-concussive syndrome, neurodegenerative causes of dementia, stroke, anoxic encephalopathy, Parkinson's Disease, multiple sclerosis/ autoimmune disorders, and developmental disabilities, among others. BNR's continuum of care includes outpatient neuropsychological evaluations and services, discrete outpatient therapies, structured day treatment for acquired brain injury, and residential services for acquired brain injury. Fellows conduct neuropsychological evaluations for outpatients and residential clients and provide rehabilitation psychotherapy services for residential and outpatient clients.

### **Faculty and Supervisors**

Claire McGrath, Ph.D., ABPP-CN, and Sarah West, Ph.D., ABPP-CN, are the co-directors of the Bancroft NeuroRehab postdoctoral fellowship and supervise the postdoctoral fellows on the majority of adult neuropsychological evaluations. BNR neuropsychologists and rehabilitation psychologists supervise the postdoctoral fellows on rehabilitation psychotherapy. Supervision on

pediatric neuropsychological evaluations is available, based on fellows' interests, but the BNR fellowship is adult focused and does not provide comprehensive training in pediatrics. The BNR psychology department is composed of 7 licensed psychologists/neuropsychologists and 3 clinical social workers. We have one full-time psychometrician and administrative staff support.

**Claire McGrath, Ph.D., ABPP**

Board Certified in Clinical Neuropsychology  
American Board of Professional Psychology  
Clinical Director  
Postdoctoral Training Co-Director

**Sarah West, Ph.D.**

Board Certified in Clinical Neuropsychology  
American Board of Professional Psychology  
Senior Neuropsychologist  
Postdoctoral Training Co-Director

**Jeremy Schwarzbaum, PsyD**

Neuropsychologist/Rehabilitation Psychologist

**Danielle Ager, PsyD**

Neuropsychologist/Pediatric Neuropsychologist

**Tiffany Channing, PsyD**

Neuropsychologist/Rehabilitation Psychologist

**Benefits/Salary**

Bancroft NeuroRehab fellows are full-time employees and are entitled to benefits through their employment, including medical, vision and dental insurance, paid time off, and retirement savings accounts. Salary is generally at least \$45,000/year but may be higher based on cost of living increases and past experience with a possible increase in salary after successful completion of the first year.

**II. Application and Selection Procedures**

**Application Procedures**

Applicants are required to submit a letter of intent, an updated CV, 2 writing samples demonstrating neuropsychology skill (such as neuropsychological reports), graduate transcripts, and 3 letters of recommendation to the training directors via email.

Presently, interviews are conducted onsite at Bancroft either in person or via video conferencing in mid-January for several hours. Offers are made to two applicants every other year via phone. Bancroft will participate in the APPCN match process.

Applicants are selected based on knowledge and experience in neuropsychology, as well as experience and interest in rehabilitation psychology. Applicant fit for the program and desire to become board certified are also considered.

### III. Training Activities

#### **Training Activities Available and Clinical Requirements**

Neuropsychological Testing: At least 24 hours/week of the fellowship is dedicated to neuropsychological evaluation and neuropsychological assessment related activities (e.g. clinical interview, testing, scoring, report writing, feedback). Neuropsychological testing is provided to residential clients and outpatients referred from the community. Diagnoses include traumatic brain injury and post-concussive syndrome, neurodegenerative causes of dementia, stroke, anoxic encephalopathy, Parkinson's Disease, multiple sclerosis/autoimmune disorders, and developmental disability, among others. Referrals are almost exclusively adults, ranging in age from early adulthood to over 90 years old. Postdoctoral fellows are involved in every aspect of the assessment, including the clinical interview, test selection, administration and scoring, report writing and feedback sessions.

Psychotherapy: Postdoctoral fellows provide neuropsychological treatment to individuals with acquired brain injury who participate in BNR's residential and day program services. They carry a caseload of 6-8 individual psychotherapy clients, resulting in 5-6 hours of psychotherapy treatment per week with the opportunity to lead psychotherapy or skill building groups as well. This service provides fellows with an opportunity to integrate neuropsychological conceptualization with neurorehabilitation treatment and plans. Treatment includes individual and group psychotherapy, crisis management, behavior management, participation in transdisciplinary treatment teams, and consultation with family members and other stakeholders.

Interdisciplinary Team: Fellows also attend and participate in transdisciplinary team meetings for their clients, and they develop and review transdisciplinary treatment goals with the team. Fellows are involved in staff training for all disciplines with a focus on psychoeducation and implementation of psychotherapy and behavior management techniques.

#### **Research Requirements**

Approximately 4 hours/week of the fellowship focuses on research and preparation for presentations and publications. Fellows present to a national audience through the Bancroft webinar series once each year on a topic of interest within neuropsychology. Fellows present at local and national conferences. Opportunities to conduct research at Temple University are available based on a fellow's specific interests and professional goals. Fellows are required to present at a national or international conference and/or publish an article in a peer-reviewed journal prior to successful completion of the fellowship.

#### **Other Requirements and Opportunities**

Approximately 3-4 hours/week of the fellowship is dedicated to administrative programming that addresses neuropsychological goals for individuals within BNR's residential and day program services. Responsibilities include the development of Individual Rehabilitation Program annual goals, collection of outcome data and behavioral data, production of monthly, quarterly and annual clinical summaries, and consultation/clinical supervision of program staff. These services allow the fellow to develop team leadership skills and a deeper understanding of neuropsychological rehabilitation and treatment planning.

At least 4.5 hours per week of the fellowship is dedicated to educational activities, including, but not limited to, didactics, literature reviews/research of diagnoses and clinical presentations, and supervision.

Approximately 1-3 hours/week of the fellowship is dedicated to providing supervision to graduate clinical psychology students. Postdoctoral fellows engage in supervision of neuropsychological test administration, scoring and report writing, as well as group supervision to graduate psychology students. Supervisory experiences can be adjusted to meet the fellow's interests and professional goals.

**Sample Weekly Schedule (actual times spent in activities may vary week to week)**

	Monday	Tuesday	Wednesday	Thursday	Friday
8-9	<b>BNR Seminar (8-9:30)</b>	<b>Team Meeting (30min)</b>	<b>Supervision</b>	<b>Neuropsychology Report Writing/Conceptualization</b>	<b>Temple Grand Rounds (optional)</b>
9-10	<b>Research</b>	<b>Neuropsychological Evaluation/Scoring (Lunch, 30min)</b>	<b>Psychotherapy Session</b>		<b>Neuropsychological Evaluation/Scoring (Lunch, 30min)</b>
10-11			<b>Psychotherapy Session</b>		
11-12			<b>Psychotherapy Session</b>		
12-1			<b>Lunch (30min)/Team Meeting (30 min)</b>	<b>Lunch (30min)</b>	
1-2	<b>Lunch/Group Supervision of Students</b>		<b>Psychotherapy Session</b>	<b>Neuropsychology Report Writing/Conceptualization</b>	
2-3	<b>Supervision (1-1.5hr)</b>		<b>Psychotherapy Session</b>		
3-4	<b>Psychotx Goals/Documentation</b>		<b>Psychotherapy Session</b>		
4-5	<b>Consortium Seminars/Research Meetings</b>		<b>Psychotx goals/Documentation</b>		

### **Supervision of Postdoctoral Fellows**

Postdoctoral neuropsychology fellows are supervised by licensed psychologists only via individual supervision. Primary supervision is provided by Claire McGrath, PhD, ABPP-CN and Sarah West, PhD, ABPP-CN. Fellows are supervised by Dr. McGrath for 1 year and Dr. West for 1 year for neuropsychological testing, and fellows receive psychotherapy supervision from neuropsychologists and rehabilitation psychologists at BNR. Weekly supervision includes review of clinical cases, preparation for transdisciplinary treatment team meetings, preparation for clinical interviews and feedback sessions, review of neuropsychological test data, and discussion of diagnostic differentials. All fellows receive live supervision on test administration at the start of the fellowship and ongoing live supervision for clinical interviews and feedback sessions.

Fellows meet with Dr. McGrath and Dr. West to establish postdoctoral fellowship goals during the first month of training, and goals are agreed upon by the supervisors and fellow. Formal review of progress occurs after the first six months of the fellowship, at the end of the first year, at the 18 month mark, and prior to the conclusion of the fellowship. Fellows receive feedback regarding their progress and strengths and weaknesses. If difficulties are identified, specific written guidelines are developed with input from the fellow so that all parties have a clear understanding of what steps are required to meet fellowship expectations. Fellows are asked to provide feedback regarding their training experiences at each evaluation interval, and modifications to the training plan are made as required. Formal supervision dedicated to discussing progress in the fellowship and professional development is scheduled at least every other month.

The goal of the evaluation and feedback process is to ensure strong communication between supervisors and supervisees. In the event that a fellow has concerns regarding this process, or a grievance regarding the fellowship, Bancroft NeuroRehab supports resolution through the intervention of a neutral third party. Fellows have the opportunity to discuss concerns with the Senior Vice President of BNR. Moreover, postdoctoral fellows are full-time employees at Bancroft and can request assistance through the Human Resources Department.

### **Subspecialty Interests**

There are opportunities for fellows to gain experience in pediatric neuropsychological testing by conducting neuropsychological evaluations and receiving supervision from Danielle Ager, Psy.D. However, the pediatric experiences are limited and do not occur regularly, but fellows would have the opportunity to be involved if they wish.

Training in cognitive rehabilitation therapy is available on a limited basis. If a fellow has specific interests in cognitive rehabilitation, the training schedule can be modified to accommodate this preference.

### **Competence in Ethics, and Cultural and Individual Differences/Diversity**

The topics of ethics and diversity are covered throughout the 2 year didactic seminar cycle, and the APA ethics code and AACN ethical decision making models are incorporated into supervision throughout the 2 years of training. Fellows include analysis of ethical issues and cultural factors when presenting cases and when providing supervision to graduate students. Diversity and culture are considered throughout the neuropsychological evaluation process including the clinical interview, test selection, scoring, case conceptualization, report writing, etc. On an ongoing basis, fellows are

asked to discuss specific scenarios that have arisen or could have arisen, and the process they would take to address the ethical issue or the process that they would take to conduct a culturally competent neuropsychological evaluation.

#### **IV. Evaluation and Grievance Procedures**

##### **Evaluation**

Fellows are formally evaluated on a semi-annual basis, at 6 months, 1 year, 18 months, and at the end of their postdoctoral fellowship. A live, formal meeting occurs with the co-directors of the fellowship and the fellow. An evaluation form is completed (see included document) by the direct supervisors of the fellow. At the meeting, the evaluation form and ratings are discussed, and an opportunity for the fellow to ask questions and give feedback is provided.

Faculty members are reviewed anonymously (or not, if the fellow so chooses) by fellows at the end of each year, along with the other trainees to ensure better anonymity, and fellows are encouraged to provide feedback during the semi-annual review process. Fellows are able to provide feedback informally throughout the postdoctoral fellowship, and this is encouraged during supervision.

If a fellow is not meeting training goals in the expected manner, the issue is raised as soon as possible via an in-person meeting with the supervisor and/or co-directors. Specific plans to address areas of concern are developed and tracked by the supervisor/co-directors and meetings are scheduled with the fellow to provide updates in a timely manner. If this process does not result in improvement, BNR's Human Resource Department joins the process as well. A performance plan is developed with input from HR, in which the steps the fellow needs to complete to improve his/her performance and remain in good standing with the postdoctoral fellowship are outlined. The plan includes specific steps and timelines and the potential consequences if the fellow does not meet the requirements of the plan. The goal of the evaluation process is to maintain supportive, open and clear communication among the supervising psychologist/co-directors, and the postdoctoral fellow so the fellow understands his/her areas of strength and any of weakness that could affect progression within the fellowship.

##### **Grievance Procedures**

Bancroft has established a formal employee grievance procedure that is available to fellows as full-time employees. The process is developed to ensure that all employees are treated in a fair and honest manner. Specific information about the employee grievance procedure can be reviewed with interested applicants at the time of interview and will be reviewed with fellows at orientation.

Regarding a grievance procedure for progress within the fellowship, as previously outlined, fellows receive input regarding their performance at regularly scheduled intervals and fellowship requirements are operationalized to ensure that fellows understand what is expected of them at each stage in the fellowship process. If a fellow demonstrates difficulty meeting competency requirements, a plan is developed with input from HR to provide guidance and facilitate the fellow's skill development. In the event that a fellow believes he/she is not being treated fairly and would like to submit a grievance, this can be completed through the Bancroft grievance procedure, and a psychologist, HR representative, or other staff member, who is not directly involved in the fellow's training will be available to provide support and assist the fellow with this process. If accepted to

APPCN, the BNR fellowship will follow all APPCN recommendations regarding management of grievances.