



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

2025-2027

Neuropsychology Postdoctoral Fellowship, Bancroft NeuroRehab

Program Overview and How to Apply:

Bancroft NeuroRehab is excited to offer a two-year, full-time Postdoctoral Fellowship in Clinical Neuropsychology that is part of APPCN. 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. We will have one position available for the 2025-2027 training cycle. Fellows are considered full-time, salaried staff, receiving full health, vision, dental, retirement, and other benefits.

The successful candidate will conduct outpatient neuropsychological evaluations of adults and older adults with a range of neurologic disorders including traumatic brain injury/concussion, stroke, dementia/neurodegenerative disorders, ADHD/LD, autoimmune disorders, movement disorders, encephalopathy, brain tumors, etc. Opportunities for child and adolescent assessment cases are available, but the primary focus of the fellowship is with adults. The fellow will work in several locations in southern and central New Jersey, with the primary location in Mt. Laurel, NJ (in the suburbs of Philadelphia). Additionally, the fellow will provide supervision to clinical psychology students and psychometricians. Opportunities for research are available, and the fellow is expected to present at a conference and/or publish an article.

We have five neuropsychologists on staff at Bancroft, two of whom are board certified in clinical neuropsychology, with others in route to board certification. We are an outpatient clinic, although our locations house our residential and day treatment programs for individuals with severe neurologic injuries, and neuropsychologists work with nursing, physical, occupational, speech, music, rehabilitation psychology, and other therapy services onsite.

Interested applicants are encouraged to email Sarah West, Ph.D., ABPP-CN, at Sarah.West@bancroft.org with questions. Applications are due to Dr. West on or before Monday, December 2nd, 2024. Applicants are required to submit a letter of intent (i.e. cover letter), an updated CV, 2 writing samples demonstrating neuropsychology skill (such as neuropsychological reports, fully de-identified), graduate transcripts, and 3 letters of recommendation sent directly to Dr. West via email.

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 and APPCN requirements for neuropsychology postdoctoral fellowships and 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 80% of their time on neuropsychological activities, specifically engaged in testing, scoring, clinical interviews, report writing, test interpretation, and feedback sessions. 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 generally 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.

II. Clinical Requirements/Expectations of the Fellow and Training Schedule Structure

Neuropsychological Testing: The fellow will complete three to four neuropsychological evaluations per week. More specifically, at least 32 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, but are not limited to, 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 record review and requesting records, the clinical interview, test selection, administration and scoring, report writing and providing feedback.

Pediatric and Autism Diagnostic Evaluations: Postdoctoral fellows have the opportunity to complete a minor rotation in pediatric neuropsychological assessment, autism diagnostic assessment, or both. This opportunity would be approximately 1 day of work per week for 6 month to 1 year rotations during the fellowship.

Research Requirements

Fellows will spend an average of approximately 4 hours/week of the fellowship on research (which will include the fellow's own research project, as well as literature reviews and research for neuropsychological testing cases), preparation for presentations, and publications (if applicable). The fellows must complete one research project during their time at Bancroft, which includes a poster presented at a national or international conference, professional presentation/lecture at a national or international conference, or publication of an article in a peer-reviewed journal. Fellows are expected to attend the Bancroft research meetings which occur once per month or once per quarter. Opportunities to conduct research outside of Bancroft at a partnering institution may be available.

The fellowship supports conference attendance by offering paid time off for attendance and presentations. Additional funding may be available on a case by case basis.

Other Requirements and Opportunities

Except on days in which fellows are taking PTO (which is strongly encouraged), fellows' work hours begin at 8am and end around 4:30pm. Fellows are expected to respond to emails and phone calls during this time. Fellows are only expected to respond outside of these times in rare circumstances in which there is a clinical emergency at which point a supervisor will call the fellow directly.

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 (to the supervisor or in weekly seminar), and supervision. Fellows must attend Bancroft's psychology department seminars, which currently run on Mondays from 8-9:00 or occasionally 12-1:00, as well as the training consortium seminar which is held three times per month. Additional seminar and didactic opportunities are encouraged as the fellow is able to fit them into his/her/their schedule. Additionally, fellows will present a case during the internal psychology seminar series, complete at least two fact finding cases (one in Bancroft's psychology department and one to two at the training consortium seminar), as well as other presentations at Bancroft's psychology seminar and possibly one presentation for Bancroft's annual webinar series.

Seminars: You will receive google calendar invites to attend the virtual Bancroft weekly psychology seminar and the training consortium seminar, which includes University of Pennsylvania's Memory Clinic, the Philadelphia VA, and Temple University, among others. Grand rounds through Temple University's neurology department will be shared weekly by Dr. McGrath, and Dr. West can share Cooper Hospital's weekly psychiatry grand rounds. Additional opportunities for seminar can be found through Know Neuropsychology: <https://knowneuropsych.org/> and APPCN: <https://appcn.org/video-didactic-resource-library/>.

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

Subspecialty Interests

Opportunities in providing rehabilitation psychotherapy and training in cognitive rehabilitation therapy is available on a limited basis. If a fellow has specific interests in providing psychotherapy to

populations with neurologic disorders or learning to provide cognitive rehabilitation, the training schedule may possibly 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.

Supervision of the Fellow

Postdoctoral neuropsychology fellows are supervised by licensed psychologists. Primary supervision is provided by Sarah West, PhD, ABPP, Board Certified in Clinical Neuropsychology, Training Director at BNR, as well as psychology staff at BNR. Fellows must have at least two hours of supervision per week, which includes formal meeting time for supervision, as well as live supervision (including direct observation of services, such as clinical interviews, feedback sessions, psychotherapy, etc.). All fellows receive live supervision on test administration at the start of the fellowship and ongoing live supervision during clinical interviews and feedback sessions. Weekly supervision includes review of clinical cases, preparation for clinical interviews and feedback sessions, review of neuropsychological test data, and discussion of diagnostic differentials.

Fellows meet with Dr. West to establish postdoctoral fellowship goals during the first month of training and are agreed upon by the supervisor 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 any areas of development. If difficulties are identified, specific guidelines are developed with input from the fellow so 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 provided as required. Additional informal discussions regarding progress and postdoctoral goals are encouraged.

Claire McGrath, Ph.D., ABPP

Board Certified in Clinical Neuropsychology
American Board of Professional Psychology
Clinical Director
Senior Director

Sarah West, Ph.D.

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

Danielle Ager, PsyD

Neuropsychologist/Pediatric Neuropsychologist

Tiffany Channing, PsyD

Neuropsychologist

Matthew Pigman, PsyD

Neuropsychologist/Pediatric Neuropsychologist

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 Director of Bancroft NeuroRehab. Moreover, postdoctoral fellows are full-time employees at Bancroft and can request assistance through the Human Resources Department.

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 \$46,800/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.

PTO and Leave

Fellows are entitled to the same personal time off (PTO) as all full time employees at Bancroft. This is 5.84 hours per pay period, in addition to 8 holidays per year. Fellows are encouraged to use their PTO and are requested to make supervisors aware of time off at least 3-4 weeks in advance when possible, as well as assisting in finding coverage of their responsibilities as needed. When urgent situations arise where PTO is requested same day or within a short period of time, fellows will notify Dr. West and all current supervisors who they work with on the day they will be off. They will enter the time off in UKG Kronos, as they are able, and notify the front desk of scheduling changes for therapy clients. Please also note time off on your google calendar and Psychology PTO google calendar, and let the front desk know to enter time off in the medical record scheduling system for you. Please also change your voicemail to let others know you will be out of the office and set up an away message on gmail.

Under New Jersey state law, all full-time employees can qualify for medical or parental leave after they have worked a specified number of hours (please reference handbook below). This includes FMLA, which is 480 hours of total time out of work with job protection, and maternity leave, which is generally leave for 6-8 weeks after delivery (which is short-term disability), and then 12 weeks of additional leave for bonding time.

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 neuropsychologists have subscriptions to the

Archives of Physical Medicine and Rehabilitation, the Archives of Clinical Neuropsychology, and The Clinical Neuropsychologist.

Neuropsychology services are provided primarily in our outpatient and day programs located in Mt. Laurel, NJ and Plainsboro, NJ. Occasionally a service may be provided at our Toms River location.

Academic Partnerships

The neuropsychology department has training partnerships with multiple local universities, including Penn Medicine (University of Pennsylvania), Temple University, Drexel University, Philadelphia College of Osteopathic Medicine, LaSalle University, Chestnut Hill University, Widener University, and Immaculata University. Bancroft NeuroRehab provides practicum student training, neuropsychology faculty sit on thesis and dissertation committees, and neuropsychology staff teach graduate level courses. In addition, Bancroft NeuroRehab is part of the Widener Internship Consortium for training predoctoral interns and is committed to training one or more pre-doctoral interns per year.

III. 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 director and supervisors 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. Fellows will meet with Dr. West on a bimonthly basis to discuss their progress and goals.

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/their 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.

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/they 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.