



THE STANDARDS
OF
THE COLLEGE OF PASTORAL SUPERVISION
& PSYCHOTHERAPY
2014

The College of Pastoral Supervision and Psychotherapy, Inc. (CPSP) offers its programs in clinical pastoral education/training (CPE/CPT), pastoral psychotherapy, pastoral counseling and clinical chaplaincy as a unique form of ministry and education. The respect of the trainee's person and his/her personal growth, professional development and unique integration of the personal and professional is central to the CPSP mission.

CPSP Standards provide guidance to chapters and other CPSP structures as they do their work of certifying and recertifying persons, accrediting programs, and upholding ethical standards. They assure sufficient consistency in practice and application to insure the quality and effectiveness of CPSP certified individuals and accredited training programs. It is understood that the Standards will not address all possible situations involving individuals, and in cases where the Standards fail to address specific individual circumstances, the spirit of the Standards, informed by conversations with consultants and informed by the CPSP Covenant, will be applicable. CPSP Standards are reviewed at least biannually by the CPSP Leadership Team and updated as necessary. In situations or relationships where it appears that CPSP Standards are in conflict or contradiction to the CPSP Covenant, the spirit of the CPSP Covenant takes precedence.

The Covenant of the College of Pastoral Supervision & Psychotherapy

We, the CPSP members see ourselves as spiritual pilgrims seeking a truly collegial professional community. Our calling and commitments are, therefore, first and last theological. We covenant to address one another and to be addressed by one another in a profound theological sense. We commit to being mutually responsible to one another for our professional work and direction.

Matters that are typically dealt with in other certifying bodies by centralized governance will be dealt with primarily in chapters. Thus, we organize ourselves in such a way that we each participate in a relatively small group called a chapter consisting of approximately a dozen colleagues. Teaching or counseling programs directed by CPSP Diplomates are the primary responsibility of the chapter.

We commit ourselves to a galaxy of shared values that are as deeply held, as they are difficult to communicate. “Recovery of soul” is a metaphor that points toward these values. We place a premium on the significance of the relationships among ourselves. We value personal authority and creativity. We believe we should make a space for one another and stand ready to midwife one another in our respective spiritual journeys. Because we believe that life is best lived by grace, we believe it essential to guard against becoming invasive, aggressive, or predatory toward each other. We believe that persons are always more important than institutions, and even the institution of CPSP itself must be carefully monitored lest it take on an idolatrous character.

We intend to travel light, to own no property, to accumulate no wealth, and to create no bureaucracy. We are invested in offering a living experience that reflects human life and faith within a milieu of supportive and challenging community of fellow pilgrims

The College of Pastoral Supervision and Psychotherapy
P.O. Box 3647
Wantagh, NY 11793

TABLE OF CONTENTS

100. ACCREDITATION4
 110. The CPSP Accredited Program4
 120. Educational Resources4
 130. Written Policies and Procedures.....5
 140. Public Statements5
 150. Accreditation Process for CPSP Accredited Programs.....6
 200. STANDARDS FOR CLINICAL PASTORAL EDUCATION/TRAINING7
 210. Program Standards for Clinical Pastoral Education/Training (CPE/CPT)7
 220. Admission to CPE/CPT8
 230. Objectives of CPE/CPT9
 300. COMMON CERTIFICATION STANDARDS10
 310. Requirements for Certification10
 320. Equivalencies10
 330. Certification Reviews11
 340. Reciprocity11
 400. CPE/CPT Supervisory Training and Certification as a Diplomate in CPE/CPT Supervision12
 410. Requirements for Admission to Supervisory CPE/CPT Supervisory training12
 420. Objectives of Supervisory CPE/CPT13
 430. Competencies of CPE/CPT Supervisors14
 440. Certification as CPSP Diplomate in CPE/CPT Supervision.....15
 450. Qualifications for Diplomates in Supervision to Function as Training Supervisors16
 500. Pastoral Psychotherapy Training & Certification as a Diplomate in Pastoral Psychotherapy17
 510. Admission to Pastoral Psychotherapy Training18
 520. Objectives of Pastoral Psychotherapy Training18
 530. Objectives for Pastoral Psychotherapists19
 540. Certification as CPSP Diplomate in Pastoral Psychotherapy20
 600. STANDARDS FOR CLINICAL CHAPLAINCY21
 610. Admission to Clinical Chaplaincy Training21
 620. Objectives of Clinical Chaplaincy Training21
 630. Competencies of Clinical Chaplains22
 640. Certification of Clinical Chaplains/Associate Clinical Chaplains22
 700. STANDARDS FOR PASTORAL COUNSELORS23
 710. Admission to Pastoral Counselor Training23
 720. Objectives of Pastoral Counseling Training24
 730. Competencies of Pastoral Counselors24
 740. Certification of Pastoral Counselors/Associate Pastoral Counselors25
 750. Reciprocity of Clinical Chaplain and Pastoral Counselor Certification and Associate Clinical Chaplain and Associate Pastoral Counselor Certification.25
 800. SUBSPECIALTY CERTIFICATION IN HOSPICE/PALLIATIVE CARE26
 810. Standards for certification in Hospice and Palliative Care Chaplaincy26
 820. Requirements for Subspecialty Certification in Hospice and Palliative Care.....27
 830. Process for subspecialty certification in Hospice/Palliative Care28
 900. STANDARDS FOR CLINICALLY TRAINED MINISTERS29
 910. Admission to Clinically Trained Minister Training29
 920. Objectives of Clinically Trained Minister Certification29
 930. Certification of Clinically Trained Ministers30
 1000. STANDARDS FOR CPSP CHAPTERS31
 1010. Membership in Chapters31
 1020. Duties of Chapters32
 1100. THE CPSP CODE OF PROFESSIONAL ETHICS33

100. ACCREDITATION

Accreditation is an authorization granted by CPSP to conduct training programs in clinical pastoral education/training and pastoral psychotherapy. Accredited programs are authorized to conduct training programs in settings where they are in full compliance with CPSP Standards.

110. The CPSP Accredited Program

A CPSP accredited program may be established wherever appropriate structures for clinical pastoral training exist, including but not limited to; public and private hospitals and mental health centers, parishes and congregations, counseling and psychotherapy centers, state and federal health and welfare institutions, drug rehabilitation centers, hospice centers, nursing home facilities, and urban inner-city programs. The CPSP accredited program provides a specific description of its administrative structure and lines of authority within the setting, and its compliance to all CPSP Standards. The CPSP accredited program shall provide the following essential program components:

- 110.1** Financial, human, and physical resources sufficient to support the training programs.
- 110.2** A sufficient number and variety of persons in need of pastoral care and counseling so as to insure opportunities for ministry and learning.
- 110.3** Written agreements which specify the relationship and operational agreements between the CPSP accredited program and any other agencies, which utilize the services of the center.

120. Educational Resources

The CPSP Accredited Program shall provide comprehensive educational resources including:

- 120.1** A faculty of sufficient size to fulfill program goals.
- 120.2** The faculty shall include one or more CPSP Diplomates with close involvement in the administration and supervision of the programs.
 - 120.2.1** Adjunct faculty of related disciplines may be designated for teaching and consulting.
- 120.2** A professional consultation committee charged with the responsibility of consulting with, evaluating and supporting the programs.
- 120.3** A training curriculum congruent with the growth and education needs of the trainees, the CPSP Standards, and the CPSP Covenant.
- 120.4** Individual and peer group supervision, assuring that the peer group shall be composed of no less than three persons in training.
- 120.5** Access to library and training facilities adequate for CPSP Standards.

130. Written Policies and Procedures

All CPSP accredited program policies and procedures shall be written and available to the public, and all trainees and program staff shall be fully informed of their content. These documents shall include, but not be limited to, the following:

130.1 An admission policy that does not discriminate against persons because of race, gender, age, faith group, national origin, sexual orientation or physical disability.

130.2 A financial policy, which states fees, payment schedules, refunds, stipends and benefits.

130.3 A complaint and grievance procedure.

130.4 A procedure for maintaining trainee records for three years, which addresses confidentiality, access, and content and custody of records should the center be without accreditation.

130.5 A procedure for the discipline, dismissal and withdrawal of trainees.

130.6 A policy of ethical conduct of trainees and program staff consistent with the CPSP Code of Ethics.

130.7 A statement of trainees' rights and responsibilities.

130.8 An agreement for training at the ministry site which includes but is not limited to: authorization to meet with patients, parishioners or clients; access to appropriate clinical records; informed consent with regard to teaching materials; and agreement by the trainees to abide by center policies which protect confidentiality and the rights of clients, patients and parishioners.

130.9 A policy and procedure that provides for the completion of a unit or program in process should the supervisor be unable to continue.

130.10 A policy dictating that Trainee Unit Verification Form will be forwarded to the CPSP administrative assistant at the conclusion of each unit.

140. Public Statements

The CPSP accredited program shall accurately describe the work and function of the center and its programs. All statements in advertising, publications, recruitment and academic calendars shall be accurate and current.

150. Accreditation Process for CPSP Accredited Programs

150.1 An institution is immediately accredited, provisionally, as a clinical pastoral education or pastoral psychotherapy training center by virtue of a certified CPSP diplomate holding a position in the institution, or having a contract with the institution to provide such a program.

150.2 Within one year of such employment or contract a self-study and accreditation site visit must take place in order for accreditation to be continued.

150.3 The self-study shall be an examination and evaluation of the program by a committee within the institution comprised of persons appointed by the CPSP diplomate. The self-study will document the manner in which the program conforms to the minimal requirements for a training program under published CPSP Standards.

150.4 The accreditation site visit will be organized by the CPSP diplomate in concert with both the Chapter to which the diplomate is accountable and the Chair of the CPSP Accreditation Committee. The latter will appoint a representative to the site visit team.

150.5 Expenses for the site visit will be borne by the institution that is being reviewed.

150.6 A summary of the site visit in the form of a site visit report will be forwarded to the diplomate's chapter and to the chair of the CPSP Accreditation Committee, who will in turn report the findings to the CPSP Leadership Team.

150.7 The Leadership Team will accept and approve the report of the site visit or send the report back to the chapter for further review.

150.8 If the site visit report is accepted, the clinical pastoral education center will remain accredited for the subsequent seven years. The chapter of the CPSP diplomate will continue to provide oversight as is required for all centers functioning under the auspices of a given chapter.

150.9 CPE/CPT centers where the supervisor is in process as a supervisor-in training (SIT) are provisionally accredited as long as the training course continues. Once the date of certification of the SIT, items 150.1-150.8 applies.

200. STANDARDS FOR CLINICAL PASTORAL EDUCATION/TRAINING

CPSP requires that all accredited CPSP programs that offer clinical pastoral education/training function in accordance with CPSP Standards which address admission to training, program content and structure, and objectives for the various levels of training.

210. Program Standards for Clinical Pastoral Education/Training (CPE/CPT)

Clinical pastoral education/training was conceived as a method of learning pastoral practice in a clinical setting under supervision. The concept was promoted by Anton T. Boisen to include a case study method of theological inquiry—a study of “living human documents.” For over eighty years CPE/CPT has developed, enhancing its methodology by close interaction with persons from the disciplines of medicine, psychology, the behavioral sciences, as well as with theology.

210.1 Program standards for CPE/CPT include the following:

210.1.1 No less than 400 hours of supervised learning for a unit of CPE/CPT. At least 200 hours of supervised learning is required for a half unit of CPE/CPT.

210.1.2 The actual practice of ministry to an appropriate variety of persons.

210.1.3 Pastoral supervision by a CPSP diplomate in CPE/CPT supervision or by a supervisor-in-training who is in direct supervision with a CPSP diplomate in CPE/CPT supervision.

210.1.4 Detailed reporting and evaluation of the practice of ministry.

210.1.5 Participation of trainees in a peer group of sufficient size to allow for a variety of creative, interpersonal relationships that facilitate growth and learning.

210.1.6 Didactic instruction to enable the trainee to understand the particular needs of persons receiving ministry and the variety of ways of helping those persons. Material is utilized from all sources and disciplines which assist the trainees' integration of theological understanding and knowledge of behavior sciences with personal and pastoral functioning

210.1.7 A curriculum which enables trainees to meet the objectives of CPE/CPT, utilizes the unique resources of the center, takes into account the trainees' interests, gifts, learning and growth needs and areas of specialization, if applicable.

210.1.8 A final written evaluation of the experience both by the trainee and by the CPE/CPT supervisor.

220. Admission to CPE/CPT

An applicant's suitability for admission to any CPSP program of CPE/CPT is a matter of judgment by the CPSP accredited program in accordance with its admission policies. Requirements for admission to CPE/CPT include but are not limited to:

220.1 A completed application.

220.2 An admission interview with a qualified interviewer for persons for an initial unit of CPE/CPT to determine readiness for clinical learning.

220.3 Graduation from high school and participation in a faith community to whose authority the trainee is accountable.

220.4 Fulfillment of any pre-requisites that might be required by a center for a particular program.

230. Objectives of CPE/CPT

CPE/CPT is designed to provide theological and professional training utilizing the clinical method of learning in diverse contexts of ministry. There are professional benchmarks of expected outcomes from CPE/CPT, which formulate the competency objectives. They include:

230.1 To develop the ability to make use of the clinical process and the clinical method of learning. This includes the formulation of clinical data, the ability to receive and utilize feedback and consultation, and to make creative use of supervision.

230.2 To develop the self as a work in progress and to cultivate the understanding of the self as the principal tool in pastoral care and counseling. This includes the ability to reflect and interpret one's own life story both psychologically and theologically.

230.3 To demonstrate the ability to establish a pastoral bond with persons and groups in various life situations and crisis circumstances.

230.4 To demonstrate basic care and counseling skills including listening, empathy, reflection, analysis of problems, conflict resolution, theological reflection and the demonstration of a critical eye so as to examine and evaluate human behavior and religious symbols for their meaning and significance.

230.5 To demonstrate the ability to make a pastoral diagnosis with special reference to the nature and quality of religious values.

230.6 To demonstrate the ability to provide a critical analysis of one's own religious tradition.

230.7 To demonstrate an understanding of the dynamics of group behavior and the variety of group experiences, and to utilize the support, confrontation and clarification of the peer group for the integration of personal attributes and pastoral functioning.

230.8 To demonstrate the ability to communicate and engage in ministry with persons across cultural boundaries.

230.9 To demonstrate the ability to utilize individual supervision for personal and professional growth and for developing the capacity to evaluate one's ministry.

230.10 To demonstrate the ability to work as a pastoral member on an interdisciplinary team.

230.11 To demonstrate the ability to make effective use of the behavioral sciences in pastoral ministry.

230.12 To demonstrate increasing leadership ability and personal authority.

230.13 To demonstrate familiarity with the basic literature of the field: clinical, behavioral, and theological.

300. COMMON CERTIFICATION STANDARDS

CPSP offers certification to qualified individuals in the following areas: Diplomate in CPE/CPT Supervision, Diplomate in Pastoral Psychotherapy, Board Certified Clinical Chaplain, Board Certified Associate Clinical Chaplain, Pastoral Counselor, Associate Pastoral Counselor, Hospice/Palliative Care, and Clinically Trained Minister.

Standards for certification include standards that are common to all CPSP certifications as well as standards that are unique to each level of certification. Some of the requirements are objective. Other requirements are matters of subjective judgment regarding a candidate's level of functioning. In general it should be clearly understood that (1) the certification process always emphasizes a candidate's ability to demonstrate the kind of profound personal and professional competence essential for clinical work in interpersonal relationships; (2) the completion of formal requirements is always seen in relation to such a demonstrated ability to function; and (3) certification is always a matter of judgment of one's professional peers who are delegated representatives of CPSP.

310. Requirements for Certification

In order to seek certification in CPSP, candidates shall demonstrate the following:

- 310.1.** Education consistent with the required educational level for the certification being sought.
- 310.2.** Clinical training consistent with the required level of training for the certification being sought.
- 310.3.** Ecclesiastical endorsement from the candidate's faith group for the ministry for which certification is sought when ecclesiastical endorsement is a normal practice of the candidate's faith group.

320. Equivalencies

Candidates may request equivalent training or education for the stated requirements for the certifications being sought.

- 320.1** Equivalencies for education or training requirements should be substantively similar to the stated requirements for the desired certification.
- 320.2.** The acceptability of equivalent training or education will be determined by the candidate's chapter, subject to the review of the Certification Committee and the Leadership Team.

330. Certification Reviews

330.1 Candidates for certification shall be reviewed by a certification committee appointed by the candidate's chapter.

330.2 Certification review committees shall always include an outside consultant certified at the level for which the candidate is seeking certification or higher. Outside consultants shall be approved by the chair of the CPSP Certification Committee in consultation with the General Secretary.

330.3 The purpose of the review is to establish that the candidate has reached the competencies expected for the level of certification for which he/she is applying.

330.4 Prior to the review the candidate shall complete the written materials required for the level of certification for which he or she is applying. These materials shall be distributed to the certification committee members and the consultant prior to the certification review.

330.5 The certification review shall not exceed two hours and may address any issues covered in the candidate's written materials and other personal or professional matters that are relevant to the candidate's ability to function at the level for which he or she seeks certification.

330.6 Upon completion of the review, the candidate shall be excused for the purpose of allowing the committee to deliberate on its recommendations.

330.7 Upon reaching a decision, the candidate shall be immediately informed of the committee's recommendation.

330.8 A favorable recommendation will be forwarded to the Certification Team for ratification.

330.9 The Chapter convener will forward the certification request form to the Certification Team within 30-days of the certification review.

330.10 The consultant will forward the consultant's report to the chair of the CPSP Certification Committee within 30 days of the certification review.

330.11 An unfavorable recommendation may be appealed by the candidate to the Leadership Team.

340. Reciprocity

CPSP recognizes the certification work of other cognate groups in the pastoral care field. Persons who are certified as CPE supervisors, chaplains, psychotherapists, clinically trained ministers, or pastoral counselors in other cognate groups qualify for certification in CPSP at the corresponding level by reciprocity.

400. CPE/CPT Supervisory Training and Certification as a Diplomat in CPE/CPT Supervision

CPE/CPT Supervisors are specialists in supervising programs of CPE/CPT who have integrated the disciplines of theology and the social/behavioral sciences personally and in clinical practice. The trainee in supervisory CPE/CPT will learn the art of clinical pastoral education/training in a setting and with a curriculum, which enables the following:

- 400.1** Establishment of a unique, valued, respected, intensive mentoring relationship with a CPSP diplomate in CPE/CPT supervision who will support the modeling and personal and professional integration of the candidate.
- 400.2** Mastery of theories related to supervision using conceptual models from theology, the behavioral sciences and education.
- 400.3** Practice of supervision under the supervision of a CPSP diplomate in CPE/CPT supervision.
- 400.4** Demonstration the integration of theory and practice of supervision into one's personal and pastoral identity and development of his or her identity as an educator.
- 400.5** Ongoing consultation with other CPSP diplomate supervisors-in-training, adjunct faculty and the trainee's chapter.

410. Requirements for Admission to Supervisory CPE/CPT Supervisory training

Requirements for admission to supervisory CPE/CPT supervisory training is designed for qualified persons with demonstrated pastoral, professional and clinical experience to learn the art of clinical pastoral supervision. Admission to supervisory training is contingent upon a face-to-face interview, which results in the conviction by a CPSP chapter that a given candidate has the resources to become a CPE/CPT supervisor. Admission also depends upon the following requirements:

- 410.1** Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition.
- 410.2** Significant full time pastoral experience.
- 410.3** Personal maturity and a record of professional competence.
- 410.4** Completion of a minimum of four (4) units of CPE/CPE or 1,600 hours of equivalent clinical training.
- 410.5** Acceptance for supervisory CPE/CPT by a CPSP diplomate in CPE/CPT supervision and subsequent endorsement by the diplomate's CPSP chapter.

420 Objectives of Supervisory CPE/CPT

The objectives of supervisory CPE/CPT are to provide all the resources needed to develop the uniqueness of the trainee's persona, to be a mentor to trainees, and to learn to live and work in the dynamic and in-depth relationship milieu that characterizes CPE/CPT.

These objectives shall include the following:

420.1 Attaining competence as a clinical pastoral supervisor:

420.1.1 Establishing relationships with trainees.

420.1.2 Developing appropriate curricula.

420.1.3 Learning to present one's own unique personality and history as an instrument to facilitate the trainee's growth, learning and healing.

420.2 Attaining competence in using conceptual models from theory and practice to understand and articulate pastoral supervisory methodology. This includes becoming increasingly knowledgeable of and critically conversant with the literature relating to the field of clinical supervision.

420.3 Attaining competence in individual supervision which includes:

420.3.1 The ability to supervise the trainee's pastoral work, giving attention to unique patterns of personal and professional development; facilitating movement toward personal and pastoral identity;

420.3.2 Demonstrating sensitivity to the trainee's psychological development, individual learning patterns, and diverse religious histories

420.3.3 Developing competence in the process of defining and evaluating the trainee's pastoral and personal resources.

430. Competencies of CPE/CPT Supervisors

430.1 Demonstrated pastoral competence

430.2 Demonstrated pastoral care and counseling competence as evidenced by certification as a clinical chaplain by CPSP or another cognate group or by meeting the criteria for clinical chaplaincy certification in these Standards.

430.3 Demonstrated conceptual competence

430.4 Demonstrated fulfillment of the Objectives of Supervisory CPE/CPT (§420).

430.5 Completion of an intensive, process-oriented group-training event such as a Tavistock Group Training seminar.

430.6 An understanding of how one's person is integrated with professional identity and function as a CPE/CPT supervisor.

430.7 Demonstrated ability to choose methods of individual and group supervision appropriate to specific individuals and groups.

430.8 Demonstrated ability to plan and administer a program of CPE/CPT.

430.9 Familiarity with diverse conceptual frameworks in pastoral theology and the behavioral sciences as these relate to pastoral functioning.

430.10 Professional competence

430.11 Recommendation for certification by the candidate's primary training supervisor and the sponsoring CPSP chapter.

430.12 Evidence of having completed a personal, psychodynamic-oriented psychotherapeutic investigation by a psychotherapist recognized and accepted by the candidate's training supervisor. This investigation shall be of no less than twelve months and its efficacy shall be measured by the candidate's subsequent ability to articulate and demonstrate integration of personal and professional strengths and weaknesses, personal integrity and pastoral identity, and emotional maturity.

430.13 Evidence of high ethical commitment, including respect for the worth and rights of persons and an understanding and assent to the CPSP Code of Ethics.

440. Certification as CPSP Diplomate in CPE/CPT Supervision

A candidate who completes requirements for CPE/CPT supervisor is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency (see ¶330). If the candidate fulfills criteria for supervisory status, and if the candidate is fully informed and committed to all expectations of participation in CPSP chapter life, then the CPSP chapter shall certify the candidate as a CPSP diplomate in CPE/CPT supervision. This decision shall then be presented to the Certification Team.

Candidates for certification as a CPSP diplomate in CPE/CPT supervision must submit supportive materials as required by the chapter, which includes but is not limited to the following:

- 440.1** An comprehensive autobiographical sketch, not to exceed ten pages, outlining the candidate's own pilgrimage, including how his/her psychotherapeutic journey impacts upon his/her understanding and practice of clinical pastoral supervision.
- 440.2** Audio or video recordings of two complete supervisory sessions (one individual and one group) along with the candidate's brief assessment of each session.
- 440.3** A comprehensive theory paper of sufficient length to demonstrate the integration of personal, professional, and clinical competency addressing theories of personality, education, and theology.
- 440.4** A recording of a portion of a supervisory session not more than 15 minutes in length (to be played during the certification review) along with a theory integration paper demonstrating the integration of personality and educational theories, theology, and the candidate's personal journey.
- 440.5** The syllabus of an entire CPE/CPT unit supervised by the candidate.
- 440.6** Final evaluations written by the candidate of all trainees who participated in the candidate's supervised CPE/CPT unit.
- 440.7** Final evaluations written by the trainees who participated in the entire candidate's supervised CPE/CPT units.
- 440.8** Final evaluations of the candidate's SIT process written by the candidate and the training supervisor.
- 440.9** Evidence of ecclesiastical endorsement if appropriate (see 310.3)

450 Qualifications for Diplomates in Supervision to Function as Training Supervisors

450.1 All diplomates conducting or proposing to conduct supervisory training (also known as, training supervisors,) must be experienced supervisors, with at least five years of supervisory experience after having been certified as a diplomate

450.2 A diplomate commencing supervisory training must have approval of his or her chapter.

450.3 Training Supervisors must work in concert with other training supervisors in a consortium approved by the Certification Committee. The nature and extent of the consortium will be reviewed and approved by the Certification Committee. The consortium will provide peer support for the training supervisor as well as opportunities for peer review for the supervisors-in-training.

500. Pastoral Psychotherapy Training & Certification as a Diplomate in Pastoral Psychotherapy

The term “psychotherapy” is utilized by persons who function at a most advanced level in one of the mental health fields: psychiatry, psychology, social work, pastoral counseling, professional counseling, marriage and family counseling, or nursing. The term literally means the cure of souls and has been the purview of religious work since antiquity. Psychotherapy has experienced great advances since the emergence of psychoanalytic thinking originally promoted by Freud.

All forms of psychotherapy have been significantly impacted by the psychoanalytic revolution of psychology.

The minister who practices pastoral psychotherapy must demonstrate mastery of the insights and principles of both theology and the behavioral disciplines, and more specifically, the contributions of psychology. The pastoral psychotherapist serves as a treatment resource for persons who are troubled or disabled and as a guide and counselor to persons seeking greater wholeness and self-awareness. The pastoral psychotherapist also serves as a supervisor for others in pastoral counseling and pastoral psychotherapy training and as such must also demonstrate the ability to supervise counselors and psychotherapists in training. The training and certification of a pastoral psychotherapist prepares and authorizes the minister to function at this most advanced proficiency level of ministry.

The trainee in pastoral psychotherapy will pursue mastery of this art and science in a setting and with a curriculum to enable the following:

500.1 Establish a unique, valued, respected and intensive relationship with a CPSP diplomate in pastoral psychotherapy who will support the modeling and personal and professional integration of the candidate.

500.2 Fulfill the study requirements of sixty (60) semester hours or its equivalent in the core mental health and pastoral counseling disciplines. The academic credit must be supported by accredited colleges, universities, and programs of study. Equivalency credit can be given for consultation and subsequent examination by a CPSP approved consultant. For equivalency, fifteen (15) contact hours will equal one semester hour.

500.3 Complete a supervised clinical internship, which shall be balanced with a variety of clients including individuals, couples, family and groups.

500.4 Participate in a peer group of pastoral psychotherapy trainees for continuous case conference and continuous case supervision. In the clinical case conferences one or more representatives from other psychotherapy professions (e.g. psychiatry, psychology, or social work) are encouraged to be in regular attendance.

500.5 Regularly schedule consultation with CPSP consultants.

510. Admission to Pastoral Psychotherapy Training

Admission to training in pastoral psychotherapy is based upon a face-to-face interview, which results in the endorsement of a CPSP chapter that the candidate has the vocational, academic and inner resources to become a pastoral psychotherapist. Admission also has the following formal requirements:

510.1 Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition.

510.2 Fulfill the study requirements of sixty (60) semester hours or its equivalent in the core mental health and pastoral counseling disciplines. The academic credit must be supported by accredited colleges, universities, and programs of study. Equivalency credit can be given for consultation and subsequent examination by a CPSP approved consultant. For equivalency, 15 contact hours will equal one semester hour.

510.3 Full-time pastoral experience.

510.4 Demonstrated personal maturity.

510.5 Completion of two units of clinical pastoral education/training or 800 hours of equivalent clinical training.

510.6 Acceptance into a program accredited by CPSP to offer training in pastoral psychotherapy.

520. Objectives of Pastoral Psychotherapy Training

The objective of Pastoral Psychotherapy training is to provide all the necessary resources to enable the trainee to achieve high levels of competence in the art and science of Pastoral Psychotherapy so as to be able to function independently as a psychotherapist, supervisor, educator and pastor.

Specific objectives include the following:

520.1 Development of the uniqueness of the trainee's person as a gift through which the trainee is able to offer an in-depth psychotherapeutic relationship for changing, sustaining and healing those in need.

520.2 The integration of the theory, theology, and practice of pastoral psychotherapy and supervision into a coherent sense of identity as a pastoral psychotherapist and supervisor of pastoral psychotherapists.

520.3 Achieving mastery of theory in the following conceptual areas: personality and psychosocial development; intensive psychotherapy and counseling; psychopathology and diagnosis; group psychotherapy and dynamics; marriage and family counseling; the psychology of religious experience; and clinical supervision.

520.4 Development of a methodology of differential diagnosis to the practice of pastoral psychotherapy.

520.5 Development of an understanding of the dynamics of religious experiences and the implications for pastoral psychotherapy.

520.6 Development of the ability to relate the contributions of various disciplines to the psychotherapy task and to make appropriate use of professional collaboration.

530. Objectives for Pastoral Psychotherapists

- 530.1 Demonstrated pastoral competence
- 530.2 Demonstrated conceptual competence
- 530.3 Evidence of fulfillment of the Objectives of Pastoral Psychotherapy Training (§520).
- 530.4 Complete a minimum of 1,650 hours of pastoral psychotherapy practice with a minimum of 250 hours of clinical supervision, preferably with two or more CPSP diplomates in pastoral psychotherapy.
- 530.5 Completion of an intensive, process-oriented group-training event such as a Tavistock Group Training seminar.
- 530.6 An understanding of how one's person is integrated with professional identity and function as a pastoral psychotherapist.
- 530.7 Familiarity with diverse conceptual frameworks in pastoral theology and the behavioral sciences as these relate to pastoral functioning.
- 530.8 Demonstrated professional competence
- 530.9 Recommendation for certification by the candidate's primary training supervisor and the sponsoring CPSP chapter.
- 530.10 Evidence of having completed a personal, psychodynamic-oriented psychotherapeutic investigation by a psychotherapist recognized and accepted by the candidate's training supervisor. This investigation shall be of no less than twelve months and its efficacy shall be measured by the candidate's subsequent ability to articulate and demonstrate integration of personal and professional strengths and weaknesses, personal integrity and pastoral identity, and emotional maturity.
- 530.11 The ability to articulate and demonstrate integration of personal and professional strengths and weaknesses with one's identity and function as a pastoral psychotherapist in all areas of pastoral, supervisory and professional competence.
- 530.12 Evidence of high ethical commitment, including respect for the worth and rights of persons and an understanding and assent to the CPSP Code of Ethics.

540. Certification as CPSP Diplomate in Pastoral Psychotherapy

A candidate who completes requirements for Pastoral Psychotherapy is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency (see ¶330). If the candidate fulfills criteria for certification, and if the candidate is fully informed and committed to all expectations of participation in CPSP Chapter life, then the CPSP Chapter shall certify the candidate as a CPSP Diplomate in Pastoral Psychotherapy. This decision shall then be presented to the Certification Committee for certification and annual review.

Candidates for certification as a CPSP Diplomate in Pastoral Psychotherapy must submit supportive materials as required by the Chapter, which includes but is not limited to the following:

- 540.1** An comprehensive autobiographical sketch.
- 540.2** Audio or video recordings of two complete psychotherapy sessions along with the candidate's brief assessment of each session.
- 540.3** A comprehensive theory paper of sufficient length to demonstrate the integration of personal, professional, and clinical competency addressing theories of personality, psychology, and theology.
- 540.4** A recording of a portion of a psychotherapy session not more than 15 minutes in length (to be played during the certification review) along with a theory integration paper demonstrating the integration of personality and psychological theories, theology, and the candidate's personal journey.
- 540.5** Final evaluations of the candidate's training process written by the candidate and the training supervisor.
- 540.6** Evidence of ecclesiastical endorsement if appropriate (see 310.3)

600. STANDARDS FOR CLINICAL CHAPLAINCY

CPSP requires that all CPSP Accredited Programs, which offer training in Clinical Chaplaincy, function in accordance with CPSP Standards, which address admission to training, program content and structure, and objectives for the various levels.

The trainee in Clinical Chaplaincy will pursue mastery of this art and science in a setting and with a curriculum to enable the following:

- 600.1** Establish a unique and intensive relationship with a CPSP Diplomate who will supervise and support the personal and professional integration of the candidate.
- 600.2** Complete a supervised clinical internship as a chaplain.
- 600.3** Participate in a peer group of Clinical Chaplain trainees for continuous case studies and to facilitate a creative interpersonal process for growth and learning.
- 600.4** Receive didactic instruction so as to enable the trainee to understand the particular needs of persons receiving ministry and the variety of ways of helping such persons.

610. Admission to Clinical Chaplaincy Training

An applicant's suitability for admission to Clinical Chaplaincy training is a matter of judgment by the CPSP accredited program in accordance with its admissions policies. The requirements for admission to training are outlined in ¶220.

620. Objectives of Clinical Chaplaincy Training

The objective of Clinical Chaplaincy training is to provide all the necessary resources to enable the trainee to achieve high levels of competence in the art and science of clinical chaplaincy. Specific objectives include the following:

- 620.1** Development of the uniqueness of the trainee's person as a gift through which the trainee is able to offer a pastoral relationship to a variety of persons.
- 620.2** Development of a professional identity as a chaplain through the integration of theory, theology, and the practice of pastoral care.
- 620.3** Acquire a comprehensive understanding of theory in such conceptual areas as: personality and psychosocial development; group and systems theory; the resource of religious symbols and values; and the psychology of the religious experience.

630. Competencies of Clinical Chaplains

630.1 For Associate Clinical Chaplain, a minimum of 2 units of CPE/CPT or 800 hours of equivalent clinical training and a Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition. OR 4 units of CPE/CPT or 1,600 hours of equivalent clinical training with a sophisticated knowledge in the field of theology, validating the completion of core theological and practical competencies necessary for functioning in this area of specialized ministry.

For Clinical Chaplain this is evidence of a minimum of 4 units of CPE/CPT or 1,600 hours of equivalent clinical training and a Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition.

630.2 Demonstrated ability to relate with high personal and professional proficiency to persons in crisis who may represent a variety of theological and cultural perspectives.

630.3 Demonstrated ability to make an integrated clinical/pastoral/spiritual assessment with special reference to understanding the nature and quality of religious symbols and spiritual values.

630.4 Demonstrated knowledge of the core bibliography, including but not limited to: crisis intervention theory and practice; grief and loss; interdisciplinary and interfaith patient care; spiritual diagnosis; group and family systems theory and behavior; gender issues in pastoral care; and ethical issues and boundaries in pastoral care.

630.5 Evidence of high ethical commitment, including absolute respect for the worth and rights of persons and an understanding and assent to the CPSP Code of Ethics.

640. Certification of Clinical Chaplains/Associate Clinical Chaplains

A candidate who completes requirements for Clinical Chaplaincy/Associate Clinical Chaplaincy is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency (see ¶330). If the candidate fulfills criteria for certification, and if the candidate is fully informed and committed to all expectations of participation in CPSP Chapter life, then the CPSP Chapter shall certify the candidate as a CPSP Clinical Chaplain/Associate Clinical Chaplain. This decision shall then be presented to the Certification Committee for certification.

Chaplain/Associate Clinical Chaplain candidates must submit supportive materials as required by the Chapter, which includes but is not limited to the following:

640.1 A comprehensive autobiographical sketch.

640.2 Two case studies demonstrating recent clinical work.

640.3 A comprehensive theory paper of sufficient length to demonstrate the integration of personal, professional, and clinical competency addressing theory and theology of pastoral care and counseling.

640.4 Evidence of ecclesiastical endorsement if appropriate (see 310.3)

700. STANDARDS FOR PASTORAL COUNSELORS

Pastoral Counseling is a category signifying proficiency in basic broad-spectrum pastoral counseling in a ministry setting. This category is eligible to parish pastors and institutional chaplains who meet specific requirements and who commit to develop their skills and wisdom through continuing education and clinical review of their work.

This certification will support and challenge parish pastors, institutional chaplains and others in their journeys to become and remain clinically proficient pastoral counseling providers while living within a community of professional peers as they give honor and credence to the care of soul.

Pastoral Counselor certification will not signify competency to offer psychotherapy, but it will signify competency to offer supportive and crisis-oriented pastoral counseling that will be informed by in-depth clinical and cognitive understandings of the principles found in psychodynamic psychotherapy. In addition, this unique training will enable persons to utilize their own selves to offer and establish significant pastoral counseling relationships. Within CPSP Chapter life, Pastoral Counselors will be offered a context in which they will be able to recognize the strengths and limits of their training experience. Their practice of pastoral counseling must always be informed by and held accountable to a dynamic and integrative theology.

700.1 Establish a unique, valued, respected and intensive relationship with a CPSP Diplomate who will supervise and support the modeling and the personal and professional integration of the candidate.

700.2 Complete a supervised clinical internship as a pastoral counselor.

700.3 Participate in a peer group of pastoral counseling trainees for continuous case studies and to facilitate a creative interpersonal process for growth and learning.

700.4 Familiarity with relevant didactic instruction enabling the trainee to understand a variety of persons.

710. Admission to Pastoral Counselor Training

An applicant's suitability for admission to pastoral counseling training is a matter of judgment by the CPSP Accredited Program in accordance with its admissions policies. The requirements for admission to training are outlined in ¶220.

720. Objectives of Pastoral Counseling Training

The objective of Pastoral Counselor training is to provide all the necessary resources to enable the trainee to achieve high levels of competence in the art and science of clinical chaplaincy. Specific objectives include the following:

720.1 Development of the uniqueness of the trainee's person as a gift through which the trainee is able to offer a pastoral relationship to persons in crisis who might present a variety of theological and cultural perspectives.

720.2 Development of a professional identity as a pastoral counselor through the integration of theory, theology and the practice of pastoral counseling.

720.3 Acquisition of a comprehensive understanding of theory in such conceptual areas as: personality and psychosocial development; group and systems theory; the resource of religious symbols and values; and the psychology of the religious experience.

730. Competencies of Pastoral Counselors

730.1 For Associate Pastoral Counselors, a minimum of 2 units of CPE/CPT or 800 hours of equivalent clinical training and a Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition. OR 4 units of CPE/CPT or 1,600 hours of equivalent clinical training with a sophisticated knowledge in the field of theology, validating the completion of core theological and practical competencies necessary for functioning in this area of specialized ministry.

For Pastoral Counselor this is evidence of a minimum of 1,600 hours of CPE/CPT and a Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary or equivalent course of study particular to the candidate's faith tradition.

730.2 Demonstrated ability to relate with high personal and professional proficiency to persons in crisis who may represent a variety of theological and cultural perspectives.

730.3 Demonstrated ability to make an integrated clinical/pastoral/spiritual assessment with special reference to understanding the nature and quality of religious symbols and spiritual values.

730.4 Demonstrated knowledge of the core bibliography, including but not limited to: crisis intervention theory and practice; grief and loss; interdisciplinary and interfaith patient care; spiritual diagnosis; group and family systems theory and behavior; gender issues in pastoral care; and ethical issues and boundaries in pastoral care.

730.5 Evidence of high ethical commitment, including absolute respect for the worth and rights of persons and an understanding and assent to the CPSP Code of Ethics.

740. Certification of Pastoral Counselors/Associate Pastoral Counselors

A candidate who completes requirements for Pastoral Counselor/Associate Pastoral Counselor is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency (see ¶330). If the candidate fulfills criteria for certification, and if the candidate is fully informed and committed to all expectations of participation in CPSP Chapter life, then the CPSP Chapter shall certify the candidate as a CPSP Pastoral Counselor/Associate Pastoral Counselor. This decision shall then be presented to the Certification Committee for certification and annual review.

Pastoral Counselor/Associate Pastoral Counselor candidates must submit supportive materials as required by the Chapter, which includes but is not limited to the following:

- 740.1 Comprehensive autobiographical sketch.
- 740.2 Two case studies demonstrating recent clinical work.
- 740.3 Comprehensive theory paper of sufficient length to demonstrate the integration of personal, professional, and clinical competency addressing theory and theology of pastoral care and counseling.
- 740.4 Evidence of ecclesiastical endorsement, if appropriate (see 310.3).

750. Reciprocity of Clinical Chaplain and Pastoral Counselor Certification and Associate Clinical Chaplain and Associate Pastoral Counselor Certification.

Persons favorably recommended for certification as Clinical Chaplain may be considered equally certified as Pastoral Counselor, provided their Chapter conducts an appropriate review and verifies that they meet the appropriate Standards for both certifications. Persons certified as Pastoral Counselors may be considered equally certified as Clinical Chaplains, provided their Chapter conducts an appropriate review and verifies that they meet the appropriate Standards for both certifications.

Persons favorably recommended for certification as Associate Clinical Chaplain may be considered equally certified as Associate Pastoral Counselor, provided their Chapter conducts an appropriate review and verifies that they meet the appropriate Standards for both certifications. Persons certified as Associate Pastoral Counselors may be considered equally certified as Associate Clinical Chaplain, provided their Chapter conducts an appropriate review and verifies that they meet the appropriate Standards for both certifications.

Persons seeking dual certification will pay a modest supplemental fee for the additional certification.

800. SUBSPECIALTY CERTIFICATION IN HOSPICE/PALLIATIVE CARE

The College of Pastoral Supervision and Psychotherapy recognizes that there are those who offer pastoral care and counseling in specialized areas, or subspecialties, of clinical chaplaincy. One of those areas is the subspecialty of “Hospice and Palliative Care.” Therefore, CPSP has established a category of certification for the clinical subspecialty of “Hospice and Palliative Care.”

810 Standards for certification in Hospice and Palliative Care Chaplaincy

- 810.1** Demonstrates understanding of the nature, scope, and process of care delivery of the subspecialty of hospice and palliative care.
- 810.2** Demonstrates an understanding of the process for identifying patients for whom hospice and palliative care is appropriate.
- 810.3** Demonstrates an understanding of rights and responsibilities of hospice and palliative care patient and family.
- 810.4** Demonstrates an understanding of and participates in the team process for involving patients and family in decision making, including exploring treatment options, making end of life decisions, completing advance directives, and the role of surrogate decision makers.
- 810.5** Demonstrates the ability to facilitate communication between members of the care team and the patient/family, especially during patient/family conferences.
- 810.6** Demonstrates understanding of and the ability to assess the patient’s and family’s values and beliefs, and religious, spiritual, and cultural practices, along with the ability to incorporate these into the care plan.
- 810.7** Demonstrates an understanding of and participates in the interdisciplinary care team, including ongoing evaluation of the care plan, integration of pastoral care into it, along with adapting the care plan to the changes in the spiritual, cultural, pastoral, and religious needs of the patient and family.
- 810.8** Demonstrates the ability to facilitate the participation of the patient’s and family’s faith group.
- 810.9** Demonstrates the understanding of and the ability to facilitate the bereavement support and follow-up process, along with the knowledge of appropriate referral resources.
- 810.10** Demonstrates a basic, minimum understanding of the dying process, along with symptom and pain management goals and methods.
- 810.11** Demonstrates an understanding of the psychological, social, and emotional aspects of the disease process, the dying process, and the process of coping with pain, along with the ability to integrate these concepts into the plan of care as it relates to providing pastoral care.
- 810.12** Demonstrates an understanding of information keeping procedures including privacy and security of health information, completeness and accuracy of record keeping, and continuity of information across the palliative care or hospice team.

820. Requirements for Subspecialty Certification in Hospice and Palliative Care

820.1 The candidate must currently be a Board Certified Clinical Chaplain or a Certified Pastoral Counselor by the College of Pastoral Supervision and Psychotherapy or another pastoral care cognate group in good standing.

820.2 The candidate must have completed a minimum of 400 additional hours of work as a chaplain or pastoral counselor in the subspecialty area of hospice and palliative care. This requirement may be met in one the following ways:

820.2.1 Completion of an accredited formal unit of or fellowship in clinical pastoral education in a hospice or palliative care setting, including a minimum of 40 hours of Palliative Care/Hospice interdisciplinary team case conferences.

820.2.2 Completion of mentoring/case conference/group process model, consisting of a minimum of 400 hours of work as a chaplain or pastoral counselor to a hospice or palliative care team under mentoring of one or more chaplains or pastoral counselors certified in the subspecialty of hospice and palliative care, including a minimum of 40 hours of Palliative Care/Hospice interdisciplinary team case conferences

830 Process for subspecialty certification in Hospice/Palliative Care

830.1 The candidate must submit an application for certification in the subspecialty to his or her own CPSP chapter. Application materials must include:

830.1.2 Completed Hospice and Palliative Care Subspecialty Form.

830.1.3 Appropriate supervisor's, mentor's, or official's evaluation.

830.1.4 Candidate's self-evaluation of participation in CPE subspecialty unit, alternative mentoring program, or work place subspecialty experience.

830.1.5 An integration paper written by the candidate addressing his or her competence in each of the above standards (including clinical examples).

830.2 The candidate's chapter will attest to the applicant's clinical competence, and the application will be forwarded to the Hospice and Palliative Care Certification Committee (HPCC Committee) for review. The HPCC Committee will schedule a review with the candidate (see ¶ 330) or refer the request back to the Chapter for revision. Or it may deny certification for stated reasons.

830.3 Upon the candidate becoming certified, the chair of the HPCC Committee forwards the completed subspecialty certification form to the CPSP certification chair. This decision shall then be presented to the Certification Committee for ratification.

830.4 Those certified in the subspecialty of hospice and palliative care may use the title of "CPSP Clinical Fellow in Palliative Care," or "CPSP Clinical Fellow in Hospice and Palliative Care," in addition to the title of Board Certified Clinical Chaplain or Board Certified Pastoral Counselor.

900. STANDARDS FOR CLINICALLY TRAINED MINISTERS

Clinically Trained Minister is a category of ordained clergy who have received basic clinical training in addition to their theological education and who, in their pastoral work, integrate the insights of clinical training into their pastoral care, counseling, and assessment of parishioners or congregants.

The trainee in Clinically Trained Ministry will pursue mastery of this art and science in a setting and with a curriculum to enable the following:

900.1 Establish a unique, valued, respected and intensive relationship with a CPSP Diplomate who will supervise and support the modeling and the personal and professional integration of the candidate.

900.2 Complete a supervised clinical internship as a clinically trained minister, which normally will be 1 unit of CPE/CPT.

900.3 Receive didactic instruction to enable the trainee to understand the particular needs of persons receiving ministry and the variety of ways of helping such persons.

910. Admission to Clinically Trained Minister Training

An applicant's suitability for admission to clinically trained minister training is a matter of judgment by the CPSP Accredited Program in accordance with its admissions policies. The requirements for admission to training are outlined in ¶220.

920. Objectives of Clinically Trained Minister Certification

920.1 Evidence of a minimum of 400 hours of CPE/CPT and a Master of Divinity, or Masters or Doctoral (or equivalent) level degree in theology, counseling, or related disciplines from an accredited college, university, or seminary.

920.2 Ordination, consecration, or other recognition as a minister by one's faith group.

920.3 Demonstrated ability to relate with personal and professional proficiency to persons in crisis who may represent a variety of theological and cultural perspectives.

920.4 Demonstrated ability to make a basic clinical/pastoral/spiritual assessment with special reference to understanding the nature and quality of religious symbols and spiritual values.

920.5 Demonstrated knowledge of the core bibliography, including but not limited to: crisis intervention theory and practice; grief and loss; interdisciplinary and interfaith patient care; spiritual diagnosis; group and family systems theory and behavior; gender issues in pastoral care; and ethical issues and boundaries in pastoral care.

920.6 Intensive personal assessment by a sponsoring CPSP Chapter.

920.7 Evidence of high ethical commitment, including absolute respect for the worth and rights of persons and an understanding and assent to the CPSP Code of Ethics.

930 Certification of Clinically Trained Ministers

A candidate who completes requirements for Clinically Trained Minister is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency (see ¶330). If the candidate fulfills criteria for certification, and if the candidate is fully informed and committed to all expectations of participation in CPSP Chapter life, then the CPSP Chapter shall certify the candidate as a CPSP Clinically Trained Minister. This decision shall then be presented to the Certification Committee.

Clinically Trained Minister candidates must submit supportive materials as required by the Chapter, which includes but is not limited to the following:

- 930.1** Comprehensive autobiographical sketch.
- 930.2** Two case studies demonstrating recent clinical work
- 930.3** A comprehensive theory paper of sufficient length to demonstrate the integration of personal, professional, and clinical competency addressing the theory and theology of pastoral care and counseling.
- 930.4** Evidence of ecclesiastical endorsement if appropriate (see 310.3)

1000. STANDARDS FOR CPSP CHAPTERS

CPSP members organize themselves in such a way that each participates in a small group called a Chapter consisting of six to twelve colleagues. A Chapter in Formation is required to have the active involvement of an outside consultant, made in consultation with the General Secretary or the Chapter Life Team. The essential spirit of CPSP is to know others and to be known by others. Full accountability for both professional practice and personal conduct is assured. Members monitor the professional competency of all activities, provide consultation whenever needed, and assess certification and membership requirements.

Chapters will function freely, creatively and with autonomy while being subject to the authority of the CPSP Leadership Team. Chapters have some specific recognized duties and responsibilities, which include the following:

1010. Membership in Chapters

1010.1 Chapter membership shall consist of no fewer than six and no more than twelve persons.

1010.2 Chapters may admit other pastoral persons into their membership as the Chapter sees fit.

1010.3 A certified member of the chapter must have at least four persons at their own certification level for the purpose of their annual certification.

1010.4 In Chapters with fewer than four members at the level of certification, the certified person may request a consultation with another Chapter, with the approval of the Certification Committee. This consultation must be documented in the Chapter's Annual Report.

1010.5 Persons in training will be accountable to the training supervisor's sponsoring Chapter. Trainees shall not be considered members of the trainer's chapter.

1020. Duties of Chapters

Each Chapter will function in response to the needs for ministry and training of the community. Chapters have the following duties and obligations:

1020.1 To select a convener to oversee the scheduling of chapter meetings, coordination and general operation of the Chapter, including Accreditation site reviews, and communication with the Leadership Team.

1020.2 To provide support, guidance, full accountability, and consultation for its members.

1020.3 To provide timely consultation to trainees functioning under their auspices.

1020.4 Submit an Annual Chapter Report, as required, to be forwarded to the Certification Team Leader, and copy the General Secretary and Administrative Coordinator.

1100. THE CPSP CODE OF PROFESSIONAL ETHICS

All CPSP certified and non-certified members, trainees are required to maintain the highest level of personal, professional, moral and ethical standards. When moral and ethical standards are in question, the Chapter will initiate a meeting for engaging the person and issue. These engagements are expected to be redemptive and problem solving in intent and nature.

The CPSP Code of Ethics and Principles for Processing Ethical Complaints follows.

THE CPSP ETHICS COMPLAINT PROTOCOL

Complaint Procedure

Any charge of an ethical and/or professional violation will be processed in the following manner:

1. Before entering into the formal CPSP Ethics and Complaint Protocol, all efforts must be made by the chapter, the complainant and the accused that a serious attempt was made to resolve the matter in a relational manner. Redemption and restoration of all parties concerned are incorporated into our ideas of justice. If an informal process fails the following formal complaint procedure is to be followed under a strict adherence to the code of privileged information as a means to protect all parties.
2. The convener of the Chapter of the accused will be notified in writing of the charge of a violation, and the General Secretary will be notified as well. (If the General Secretary is the object of complaint, the President should be notified in lieu of the General Secretary.)
3. The complaint will be reviewed by the Chapter and settled within forty-five days. Both parties should be heard in full. The Chapter may use consultants to assist in this process, and are encouraged to do so. Every attempt should be made to settle a complaint in a manner that respects and honors the dignity of both parties. The General Secretary may grant an - extension of thirty days with good cause.
4. If a settlement is reached, the Chapter convener will notify the General Secretary of such, and of any terms that may have been agreed to.
5. Either party in the complaint may appeal a Chapter decision within thirty days of resolution. The appeal should be routed to the General Secretary who will then appoint an Appeals Committee. (Or to the President if the General Secretary is object of complaint.)
6. If either the accuser or the accused is not satisfied with the Chapter's judgment, he or she may, within thirty days, again notify the General Secretary, or President, who will together create a Panel to review the complaint and the Chapter's decision. The Panel may confer with the Leadership Team for counsel. The Panel is to convene within thirty days of the request. The Panel may sustain the Chapter's decision or overrule it and make its own decision, and notify the complainant and the person against whom the complaint has been made. The decision of the Panel is final.