

Accreditation of Training Institutes for ECP Award

Malta, Oct. 19th, 2002

PREAMBLE

The **TAC** is the **Training Accreditation Committee**.

It is composed of 6 members:

- 2 appointed by the NAOs
- 2 appointed by the EWAOs
- 2 appointed by the Executive Committee: the General Secretary and the Registrar

The Registrar has been elected as chairperson.
The TAC had, to date, four meetings and worked regularly through e-mails.

Clause of subsidiarity

According to the specificities of each country and each modality, slight variations might occur and will be studied by the TAC, in order to allow enough flexibility. If some conditions are missing with acceptable justifications, the Committee will take them into account. The TAC will take strongly into consideration any prior accreditation accompanied by a detailed written report.

Independence

The ECP is an European recognition and not a National one: so, the Strasburg Declaration and our own EAP rules are the bedrock from which all requirements spring.
For instance, in some countries, some EWAOs have not yet official representatives; in some others, the practice of psychotherapy is restricted by the local law to psychiatrists and psychologists...
In any case, a practitioner who reaches our requirements may obtain the ECP, even if he is not allowed — at this moment — to be recognised as “psychotherapist” in his own country.

This reports contains five main parts:

- PREAMBLE
- I. QUESTIONNAIRE
- II. VISIT
- III. PROCEDURES
- IV. IMPLEMENTATION

I. QUESTIONNAIRE

(All questions must be answered and comply with satisfaction of EAP)

1. The information about each institute will be gathered through:

- 1.1 A written questionnaire
- 1.2 A set of documentation
- 1.3 A visit to the institute

2. Guidelines for a questionnaire

- 2.1 This questionnaire will be sent to every EWAO and every NAO, or NUO.
- 2.2 They will send it to all Training Institutes they know.

3. Name of the Institute:

- 3.1 Full name and abbreviated name (acronym)
- 3.2 Address; phone numbers; fax; e-mail; website
- 3.3 Contact person

4. EWAO

- 4.1 To which EWAO do you belong?
- 4.2 Is your Training Program – concerning psychotherapists – already approved by this EWAO?

5. NAO

5.1 Are you member of a NAO?

5.2 Is your Training Program – concerning psychotherapists – already approved by this NAO?

6. Printed documents

6.1 Advertising

6.2 Program/Curriculum

6.3 Fees for students (per year, in Euro)

6.4 Other

7. Some figures about the Institute

7.1 Date of foundation?

(minimum 5 years of existence are required – to have accomplished at least 4 years of training with one group, and have started another one)

7.2 How many trainees are registered at the moment in your institute (including different levels)?

7.3 How many trainees have obtained a certification as psychotherapists, or: have been allowed to start a psychotherapeutic practice under supervision (such practice implies an ongoing psychotherapy with a minimum of 3 clients/patients) since the opening of your institute? (a minimum of 5 is recommended)

8. Faculty (staff)

8.1 How many trainers are involved in your Institute (full time and/or part time)? (a minimum of 5 is recommended)

8.2 What are your requirements for accrediting your trainers?

8.3 How many of the trainers are ECP holders? (a minimum of 2 is recommended)

8.4 Each trainer should have, at least, 5 years of practice as a professional psychotherapist.

8.5 Trainers must participate either in an ongoing supervision group or in a peer "interview" group for trainers.

8.6 Send some samples of articles or publications from the last 5 years.

9. Training program

9.1 Total length: 3 200 hours, spread over a minimum of 7 years

9.2 First 3 years of general training in human sciences (medical, psychological, social, educational, etc.) or equivalence. Estimated length = 1.800 hours

9.3 Minimum of 4 years of training in a specific modality = 1 400 hours, for example, divided into:

9.3.1 250 hours of personal psychotherapeutic experience, or equivalent in individual or group setting

9.3.2 500 – 800 hours of theory or methodology, including psychopathology, in accordance with the usual standards of the modality

9.3.3 300 – 600 hours of clinical practice with clients/patients

- either within a mental or social health setting, or equivalent
- either with individual clients/patients, families or groups, under regular supervision Even if this practice is not directly organized by the institute, it remains under its responsibility.

9.3.4 150 hours of supervision of an effective clinical practice of the trainee.

9.4 Each institute gives written account of the training hours.

10. Assessment

10.1 Describe your regular assessment procedure.

10.2 Describe the final certification procedure.

10.3 The Board of certification must not include a therapist of the trainee.

10.4 The Board of certification must include at least one expert who is not a trainer of your institute.

10.5 Send some samples of final written work of your trainees.

11. Ethical Guideline

The Institute and its trainers must adhere to the EAP Ethical Guideline.

12. Professional Involvement

Membership (institute and/or staff) in different organisations

List of associations, scientific committees, boards of journals, etc.

13. Facilities

Give a short description of meeting rooms, offices, etc.

II. VISIT OF THE INSTITUTE

14. Visit of the training institute

14.1 The institute will be visited normally by two independent experts chosen within an international pool (cf. § 19): for example, one could be from the same country but another modality; the other from the same modality but another country.

14.2 Questions will be asked concerning:

- brochures and flyers
- individual files of trainees (assuring the necessarily confidentiality)
- regular co-ordination meetings of the training staff
- budget and fees for the students

III. PROCEDURES

15. Excerpt of ECP basic regulations (last version, voted in Moscow, in July 2001):

1.4. Training Organisations

1.4.1. Training Organisations must be members in good standing of their country's NAO and of the relevant EWAO.

1.4.2. Training Organisations must be appropriately registered, and have their administration and finances in good order. The Training Organisation must have appropriate ethical standards and complaints procedures for its trainees.

1.4.3. A Training Programme, accepted by the EAP as leading to the ECP, must be conform to the criteria of the ECP, must be accredited by the relevant EWAO, and must be approved by the relevant NAO.

1.4.4. Only trainees successfully graduating from an accredited and approved 4 – year (minimum) training programme in psychotherapy, undertaken at such a Training Organisation as defined above, will be eligible to apply for the ECP.

1.4.5. Criteria and procedures by which the Training Organisations are accepted by the EAP are established by the ETSC (European Training Standards Committee of the Governing Board of the EAP).

16. Structures involved

structures (or organisations) are involved:

- EWAOs, representing modalities;
- NAOs or NUOs, representing countries;
- TAC (as a sub-committee of ETSC), representing the EAP.

17. NAO and EWAO

17.1. (Could you add the exact wording voted? Simultaneously...)

17.2.

17.3.

18. Role of the TAC

18.1. The TAC checks the whole file.

18.2. If there is no relevant EWAO or NUO, the TAC scrutinises the file.

19. International pool of independent experts

19.1. Each of the organisations involved in accreditation of Training Institutes (EWAO, NAO and TAC) is invited to appoint English speaking experts to constitute an international pool.

19.2. The TAC chooses two independent experts, according to each specific situation, taking into account geographical, language, methodological and political considerations, in a spirit of competency, efficiency and equity — trying to avoid rivalries and collusions.

19.3. The TAC is empowered to develop such organizational means as proven necessary to implement these processes.

20. Accreditation

20.1. When all these steps are accomplished, the TAC recommends to EAP to award to the Training institute an accreditation to prepare trainees for the ECP.

20.2. The accreditation is given for a period of 7 years and may be renewed.

20.3. If there is evidence that the institute has ceased to fulfill the requirements of accreditation, a review may be instituted earlier.

21. Appeal procedure

In case of disagreement, an appeal can be sent to the ETSC of EAP.

22. Fees

23.1. (Could you add the exact wording voted? Main principles without figures...)

23.2. The travel expenses (as low as possible) of the visiting experts are paid by the applying institute..

23. Vote

This amended text has been voted in Malta, on October 19th, 2002 — after a last consultation of the different organizations involved.

24. Improvement

These accreditation regulations may be improved — if necessary — after two years of experience.

Serge Ginger

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