

Agreement for Placement of an Intern for the Purpose of Clinical Pastoral Education /Training

This Agreement for the placement of a CPE Intern (s) for Clinical Pastoral Education (the "Agreement") is entered into this ____ -day of _____ by and between the Chesapeake Pastoral Counseling Center, LLC (CPCC) and the PLACEMENT SITE.

This Agreement will govern the Clinical Pastoral Education (CPE) intern's (or trainee's) Education unit(s) offered by CPCC is provisionally accredited by the College of Pastoral Supervision and Psychotherapy as a CPE Education program under the supervision of Diplomate Supervisor David G. Berg, M. Div., Director of the program.

The following agreement outlines the obligations of CPCC and PLACEMENT SITE for the clinical placement of CPE interns as part of the unit of CPE in which an intern trains. The Director will provide all of the resources necessary to insure that CPE interns are able to participate in the CPE program that meet the College of Pastoral Supervision and Psychotherapy Standards for accredited CPE programs.

210. Program Standards for Clinical Pastoral Education (CPE)

Clinical Pastoral Education 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 has developed its principles and methods through interaction and close collaboration with persons from the disciplines of medicine, psychology, the behavioral sciences, as well as with theology.

Program standards for a unit of CPE include the following:

210.1 The curriculum will provide for no less than 400 hours of supervised learning for a unit of CPE comprising a minimum of 100 hours of supervised clinical group and individual Education and a minimum of 300 hours of supervised clinical experience.

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

210.3 Pastoral supervision by a CPSP Diplomate in CPT Supervision or by a Supervisor-in-Education who is in direct supervision with a CPSP Diplomate in CPE Supervision.

210.4 Detailed reporting and evaluation of the practice of ministry.

210.5 Participation of interns in a peer group, ensuring that a peer group shall be composed of no fewer than three and no more than eight persons in Education, to allow for a variety of creative, interpersonal relationships that facilitate growth and learning.

210.6 Didactic instruction to enable the intern/interns 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 intern's/interns' integration of theological understanding and knowledge of behavior sciences with personal and pastoral functioning.

210.7 A curriculum that enables interns to meet the objectives of CPE, utilizes the unique resources of the center, takes into account the interns' interests, gifts, learning and growth needs and areas of specialization, if applicable.

210.8 An individual learning contract that relates individual objectives to CPE program objectives.

210.9 A final written evaluation of the experience, both by the intern and by the CPE supervisor.

CLINICAL PLACEMENT SITE agrees to allow CPE intern(s) to utilize their experiences as chaplains in order to fulfill the minimum CPSP Standards requirements for clinical hours. Clinical and on-call hours will be negotiated between the Education Supervisor for CPCC, CPE intern, and placement supervisor or liaison. The minimum CPSP Standards requirement for 100 curriculum hours will be fulfilled at the ACCREDITED CENTER. The combined time shall be no less than 400 hours for a full unit.

- As part of this Education agreement, PLACEMENT SITE understands that CPE interns will prepare reflective summaries and reports on ministry encounters. It is further understood that all written reports and verbal exchanges will not identify any individuals by name, and that these experiences will be used for Education purpose only and within strict bounds of professional confidentiality. CPE interns must agree to safeguard the protected health information of patients, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996, as amended, and its attendant regulations (collectively, "HIPAA") and may use and disclose protected health information solely for the education purposes contemplated by this Agreement.

- With respect to information obtained or received from CPCC or PLACEMENT SITE, the CPE interns shall: (i) not use or further disclose the information other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the information other than as provided for by this Agreement; and (iii) report to the Education supervisor of CPCC any use or disclosure of the information not provided for by this Agreement of which the CPE intern becomes aware. Each CPE intern shall be required to sign a confidentiality form.

PLACEMENT SITE grants that Diplomate Supervisor David G. Berg the privilege to make site visits to PLACEMENT SITE during defined units of training. The purpose of these visits will be to allow the CPE supervisor to become familiar with the clinical context in which the intern is functioning.

EDUCATION TRAINING Responsibilities

- Each CPE intern will go through an application process, interview process and, once selected, will be a part of weekly interpersonal relations group and one-on-one supervision.
- The Education Program Supervisor will serve as the trainer/educator and group facilitator for the intern and will be responsible for all CPE activities.
- CPCC may offer (full-time) and extended (part-time) Education.
- CPE units will offer relational learning environments that foster growth in pastoral formation, reflection and competence; such environments involve mutual trust, openness, challenge, conflict and confrontation.
- CPE intern will have a personally developed reading list that is relevant to their specific learning objections and ministry settings.
- CPE interns will have Education in creating and/or participating in interdisciplinary teams in their ministry setting.
- Where appropriate, CPE interns will have access to charting systems in order to provide spiritual assessments and pastoral diagnoses.

PLACEMENT SITE Clinical Responsibilities

- The supervisor at PLACEMENT SITE will oversee the CPE intern's day to day duties relative to the mission and need of the setting and the clinical practice of spiritual care. This will include clinical orientation to PLACEMENT SITE, weekly review of spiritual care, and feedback to the CPE supervisor for evaluation of intern performance.
- Clinical placement will provide access to a population that offers significant opportunity for spiritual care, opportunities for interdisciplinary/professional interchange, and an environment that encourages human growth and dignity. The intern should have access to patient files and information as part of the healthcare team.
- The Education Program Supervisor is available to the PLACEMENT SITE liaison/administrator to address concerns related to the CPE intern's performance of duties or any other concerns relevant to this agreement.

Name of Chaplain Intern: _____

This placement agreement will remain in effect until one of the parties dissolves it. This dissolution may occur at the end of any CPE Education cycle with sufficient notice to all other parties signing this agreement.

Administrator Date

Placement Site _____

Address and Phone Number _____

Email Address _____

Date

Director of Clinical Pastoral Education

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