Certification Consultation Report for   
Diplomate in Pastoral Psychotherapy

This form is to be completed and submitted by an appointed member of the Chapter serving as one of the consultants. If the chapter has determined that the candidate is not yet prepared for certification (and is therefore not prepared to meet the Review Panel) this report does not need to be submitted but may be used for the chapter’s consultative process with the candidate.

Please save the completed form to your computer, and please place the candidate’s last name in the name of the file. For example: “Jones – Chapter Consultation Report Form” or “Hernandez – Chapter Consultation Report Form”.

Send the completed form to Krista Argiropolis, Administrative Coordinator (krista@cpsp.org), and please keep a copy for your records.

Section 1.

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| 1.1 | Today’s Date: |
| 1.2 | Candidate’s Name:  *Please type it exactly as it should appear on the certificate* |
| 1.3 | Candidate’s Chapter: |
| 1.4 | Candidate’s Email: |
| 1.5 | Convener’s Name: |
| 1.6 | Convener’s Email: |
| 1.7 | Date or event Candidate is seeking for Review Panel:  *(If unknown, type “unknown”.)*  There are two training seminars in the East and one in the West. (NCTS-East, NCTS-West)  Additional reviews may be scheduled in the west, and elsewhere if needed.  The Review Panel informs the chapter convener within 30 days prior to the upcoming Governing Council meeting regarding the status of its recommendation. |
| 1.8 | Does the Chapter have Critical Mass?  Yes (skip 1.9)  No (see 1.9)  *Critical Mass is four or more members holding the same certification that the candidate is seeking.* |
| 1.9 | If No, what is the name of the Chapter working with the candidate? |
| 1.10 | Date of Consultation Meeting with Chapter: |
| 1.11 | Candidate has paid dues and is listed in the CPSP Directory?  Yes  No |
| 1.12 | Candidate is in good standing and attends Chapter meetings?  Yes  No |
| 1.13 | Candidate is Board Certified Pastoral Psychotherapist with CPSP or other cognate group?  Yes (see 1.14 and 1.15)  No (skip 1.14 and 1.15) |
| 1.14 | If Candidate is certified with another cognate group(s), please list the name of the group(s)? |
| 1.15 | List certifications: |
| 1.16 | **Ethical and CPSP Commitment**  Evidence of high ethical commitment, including absolute respect for the worth and rights of persons.  Level of commitment to CPSP’s mission and Standards as a means to provide an exceptional training program that represents CPSP well in the public domain.  RESPONSE: |

Section 2.  
Education and Training

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| 2.1 | Degree(s):  Master (M.Div.)  Doctorate |
| 2.2 | Dates(s) of graduation: |
| 2.3 | College or University, name and location: |
| 2.4 | Seminary or Graduate School, name and location: |
| 2.5 | Other degrees:  Yes (see 2.6)  No (skip 2.6) |
| 2.6 | If Yes, date of graduation, name of degree, area of study, name and location of college, university or seminary: |
| 2.7 | List Training Units the Candidate supervised as an SIT |
| |  |  |  | | --- | --- | --- | | **Training Center Name & Location** | **Training Dates** | **Supervisor’s Name** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | |
| 2.8 | Has the Candidate completed an intensive residential Tavistock Group Relations Conference?  Yes  No  If Yes, date(s) and location(s): |
| 2.9 | Has the Candidate completed a personal, therapeutic, psychodynamic journey in the service of self-understanding?   Yes  No |

Section 3.  
Faith Group, Endorsement

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| 3.1 | What is your faith group? |
| 3.2 | Are you ordained?  Yes  No  If Yes, name of ecclesiastical ordaining authority and contact information: |
| 3.3 | Are you endorsed?  Yes  No  If Yes, name of ecclesiastical endorsing authority and contact information:    *In religious bodies where ecclesiastical endorsement is required, please attach a copy of the endorsement letter to this application. A list of the Endorsing Bodies is on our website at cpsp.org, in the section for Certification.* |

Section 4.  
Standards

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| 4.1 | Does the candidate meet all other Standards for the certification requested?   Yes  No |
| 4.2 | Read and initial:  *I, the candidate, understand that this certification must be renewed annually in March through chapter affiliation. If I allow this certification to lapse, I will not present myself publicly as a CPSP certified person. The CPSP Directory lists all certified and non-certified members of the College of Pastoral Supervision and Psychotherapy. Any persons representing themselves as CPSP certified and not listed in our directory are misrepresenting themselves.*  *Candidate’s Initials:* |

Section 5.  
Supporting Documents

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| 5.1 | Use the excerpt from the CPSP Standards (approved 03/16/16), below, to compile the supporting documents required. |
| **640. Certification as CPSP Diplomate in Pastoral Psychotherapy**  A candidate who completes requirements for pastoral psychotherapy supervisor is eligible to meet with his/her chapter for examination of competency and proficiency (¶ 440). If the candidate fulfills criteria for supervisory status, and if the candidate is fully informed and committed to all expectations of participation in chapter life, then the chapter shall recommend the candidate for certification as a Diplomate in Pastoral Psychotherapy (¶ 440.4.1).  Candidates for certification as a Diplomate in Pastoral Psychotherapy must submit supporting materials as required by the chapter, which includes but is not limited to the following:  **640.1** A 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 pastoral psychotherapy supervision.  **640.2** A comprehensive theory paper delineating his/her supervisory theory, in compliance with academic writing standards.  **640.3** Evidence of current state licensure or certificate to supervise, OR be approved by a cognate group to supervise in specific mental health disciplines, OR receive fifty (50) hours supervision of supervision.  **640.4** Evidence of having completed a minimum of 30 contact hours of graduate-level course work in clinical supervision.  **640.5** Evidence of having provided at least 150 hours of pastoral counseling supervision.  **640.6** Exhibits from a single unit of supervised training, as follows:  **640.6.1** Video recordings of one complete group supervisory session.  **640.6.2** The syllabus of the unit in pastoral psychotherapy training supervised by the candidate.  **640.6.3** Evaluations written by the candidate of all trainees who participated in the  candidate’s supervised pastoral psychotherapy program.  **640.6.4** Narrative of one trainee’s progressive development through the unit, with  candidate’s assessment of the impact of both individual, group supervision.  **640.6.5** Training supervisor’s evaluation of candidate’s supervised unit.  **640.7** Evidence of faith group endorsement if appropriate (¶ 410.3). | |
| 5.2 | Candidate will compile the documents into one file, a .pdf. for the Review Panel. |

Section 6.  
Chapter’s Report

**The Chapter Convener or a designee may complete this next section:**

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| 6.1 | Required Materials  Did the candidate provide all of the written materials and required by the Standards and the Supporting Documents checklist (Section 5, of this form)?  Yes, the candidate provided all of the certification materials.  No, the candidate did not provide all of the certification materials  If No, then why not? |
| 6.2 | Quality of Written Materials  From the review of the candidate’s written and video materials, please describe how the candidate integrates (or fails to integrate) their unique personal history, use of self, theology, theory of supervision and their clinical practice of CPE Supervision.  Are the written materials well organized and reflect a graduate level of professionalism?    Critique the strength and weakness of candidate’s ability to provide Clinical Pastoral Education training via the required materials? |
| 6.3 | Quality of Demonstrated Competency  Describe how the candidate demonstrated, during the face-to-face certification review process, congruence between their submitted materials and their ability to integrate theory, theology, unique personal history and use of self in their clinical practice.?    What were the strength and weakness of the candidate during the give-and-take process of the consultation? |
| 6.4 | Clinical Functioning  Briefly describe how the candidate demonstrates their ability to integrate their theory, theology, and unique personal history in their clinical practice. |
| 6.5 | Theoretical Comprehension  Report your assessment of the candidate’s demonstrated proficiency, Competencies and skills required for the level of certification for which he/she is applying. Your assessment of the candidate’s knowledge of the core bibliography, including, but not limited to: crisis intervention theory and practice; grief and loss; interdisciplinary and interfaith pastoral care. |

Section 7.  
Recommendation for Certification

The       Chapter has thoroughly reviewed and recommends       for board certification. We attest that all of the candidate’s documents are complete and ready for review by the Review Panel, and that it is the chapter’s determination that the candidate meets the certification standards and is prepared to meet the Review Panel.

Candidate’s Signature:       Date:

Convener’s Signature:       Date:

*Continued, next page.*

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| **Chapter Members Present at Review** | **Date:** |
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