



THE STANDARDS  
OF  
THE COLLEGE OF PASTORAL  
SUPERVISION AND PSYCHOTHERAPY  
2009

The College of Pastoral Supervision and Psychotherapy, Inc. (CPSP) offers its programs in Clinical Pastoral Education (CPE), Pastoral Psychotherapy, Pastoral Counseling and Clinical Chaplaincy as a unique form of ministry and education. The respect of the student/trainee's person and his/her personal growth, professional development and unique integration of the personal and professional is central to the CPSP mission.

Persons come to Accredited CPSP programs as part of theological education, continuing education for ministry, training for institutional chaplaincy, training for Pastoral Counseling, training for certification as a Supervisor of Clinical Pastoral Education, training for certification as a Pastoral Psychotherapist, training for certification as a Pastoral Counselor or Associate Pastoral Counselor, training for certification as a Clinical Chaplain or Associate Clinical Chaplain, and training for other specialized ministries. Theological schools may give academic credit for work successfully completed in these various programs.

CPSP Standards assure uniformity of values, objectives and practices, and the highest educational quality in all CPSP programs. CPSP Standards are reviewed biannually by the CPSP Governing Council 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 College of Pastoral Supervision and Psychotherapy  
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## **100. ACCREDITATION**

Accreditation is an authorization granted by the CPSP to conduct programs of Clinical Pastoral Education, Pastoral Psychotherapy, Pastoral Counseling and Clinical Chaplaincy. Accredited programs are authorized to conduct training programs in settings where they are in full compliance with CPSP Standards.

### **110. The CPSP Accredited Program**

The CPSP Accredited program may be established wherever appropriate structures for clinical pastoral learning 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 strict 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. The CPSP Accredited Program's Educational Resources**

The CPSP Accredited Program shall provide comprehensive educational resources including:

**120.1** A faculty of sufficient size to fulfill program goals. The faculty shall include one or more CPSP Diplomates with close involvement in the administration and supervision of the programs. 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 students/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 educational facilities adequate for CPSP Standards.

### **130. The CPSP Accredited Program's Written Policies and Procedures**

All CPSP Accredited Program policies and procedures shall be written and available to the public, and all students, 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 student/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 student/trainees.

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

**130.7** A statement of student/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 students and 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.

### **140. The CPSP Program's 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 institutions is immediately accredited, provisionally, as a clinical pastoral education 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 Executive Committee, and finally to the Governing Council.

**150.7** The Governing Council will accept and approve of 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** Institutions where the Director of Clinical Training is in process as a Supervisor-in-Training (SIT) are provisionally accredited as long as the training course continues. On the date of certification of the SIT items 1-8 apply.

**200. STANDARDS FOR ACCREDITED CPSP PROGRAMS  
OF CLINICAL PASTORAL EDUCATION**

CPSP requires that all Accredited CPSP Programs which offer Clinical Pastoral Education function in accordance with commonly held 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 (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, 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 include the following:

**210.1.1** No less than 400 hours of supervised learning for a unit/quarter of CPE. At least 240 hours of supervised learning is required for a half unit/quarter of CPE.

**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 Supervision or by a Supervisor-in-Training who is in direct supervision with a CPSP Diplomate in CPE Supervision.

**210.1.4** Detailed reporting and evaluation of the practice of ministry.

**210.1.5** A process model of learning.

**210.1.6** Participation of students/trainees in a peer group which is large enough to enable students to experience a variety of relationships and small enough to provide time for each student to enter a creative interpersonal process for growth and learning.

**210.1.7** Didactic instruction to enable the students/trainees 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 students/trainees’ integration of theological understanding and knowledge of behavior sciences with personal and pastoral functioning.

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

**210.1.9** A final written evaluation of the experience both by the student/trainee and by the supervisor.

## **220. Admission to CPE**

An applicant's suitability for admission to any CPSP program of CPE is a matter of judgment by the CPSP Accredited Program in accordance with its admission policies. Requirements for admission to CPE 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 to determine readiness for clinical learning.

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

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

### **230. Objectives of CPE**

CPE is designed to provide theological and professional education utilizing the clinical method of learning in diverse contexts of ministry. There are professional benchmarks of expected outcomes from CPE which formulate the competency objectives. They are as follows:

Professional Competencies:

**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.

## **240. Program Standards for Supervisory CPE**

CPE Supervisors are specialists in supervising programs of CPE. They are pastors, healers and clinical theological educators and trainers who have integrated the rigors of theology and the social/behavioral sciences into their person and clinical practice.

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 supervisory 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 as a CPE Supervisor is always a matter of judgment of one's professional peers who are delegated representatives of CPSP.

The trainee in Supervisory CPE will learn the art of Clinical Pastoral Education in a setting and with a curriculum which enables the following:

**240.1** Establish a unique, valued, respected, intensive mentoring relationship with a CPSP Diplomate in CPE Supervision who will support the modeling and personal and professional integration of the candidate.

**240.2** Master theories related to supervision using conceptual models from theology, the behavioral sciences and education.

**240.3** Practice supervision under the supervision of a CPSP Diplomate in CPE Supervision.

**240.4** Demonstrate 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.

**240.5** Receive ongoing consultation with other CPSP Diplomates, Supervisors-in-Training, adjunct faculty and the trainee's chapter.

## **250. Requirements for Admission to Supervisory CPE**

Supervisory training is designed for qualified persons with demonstrated pastoral, professional and clinical experience to learn the art of clinical pastoral supervision. Admission for supervisory training derives from a face interview which results in the conviction by a CPSP Chapter that a given candidate has the resources to become a CPE Supervisor. Admission also depends upon the following requirements:

- 250.1** A Bachelor's degree from an accredited college or university.
- 250.2** A Master of Divinity degree from an accredited theological school or three years of basic theological education in an academic program. The latter will be evaluated by the Association of Theological Schools' equivalency criteria.
- 250.3** No less than three years of full time pastoral experience.
- 250.4** Personal maturity.
- 250.5** A record of professional competence.
- 250.6** Completion of a minimum of 1600 hours of supervised clinical training prior to entering supervisory training.
- 250.7** Acceptance for Supervisory CPE by a CPSP Diplomate in CPE Supervision and subsequent endorsement by the Diplomate's CPSP Chapter.
- 250.8** Endorsement by the candidate's faith group.

## **260. Objectives of Supervisory CPE**

The objectives of Supervisory CPE are to provide all the resources needed to develop the uniqueness of the trainee's person as a gift to be a mentor to students/trainees and to learn to live and work in the dynamic and in-depth relationship milieu that characterizes CPE.

These objectives shall include the following:

**260.1** Attaining competence as a clinical pastoral educator/supervisor: establishing relationships with students/trainees, developing appropriate curricula, and learning to present one's own unique personality and history as an instrument to facilitate the student's/trainee's growth, learning and healing.

**260.2** 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.

**260.3** Attaining competence in individual supervision which includes: the ability to supervise the student's/trainee's pastoral work, giving attention to unique patterns of personal and professional development; facilitating movement toward personal and pastoral identity; demonstrating sensitivity to the student's/trainee's psychological development; demonstrating respect for the student's/trainee's individual learning patterns and diverse religious histories; and developing competence in the process of defining and evaluating the student's/trainee's pastoral and personal resources.

## **270. Certification of CPE Supervisors**

Minimum requirements for certification are as follows:

### **270.1 Pastoral Competence**

**270.1.1** Demonstration of pastoral care and counseling as evidenced in the formation of meaningful pastoral relationships, and the knowledge and experience necessary to model pastoral care to persons in crisis as part of an interdisciplinary team.

**270.1.2** Evidence of the ability to make critical and creative use of one's religious heritage, theological understanding, and knowledge of the behavioral sciences in pastoral ministry.

**270.1.3** Evidence of personal and pastoral identity, and the ability to articulate a pastoral theology that is correlated with pastoral functioning.

### **271.1 Conceptual Competence**

**271.1.1** Evidence of fulfillment of the Objectives of Supervisory CPE (260.1, 260.2 and 260.3).

**271.1.2** Completion of at least two units of Supervisory CPE, at least one of which shall be the supervised supervision of a unit of CPE.

**271.1.3** An understanding of how one's person is integrated with professional identity and function as a CPE Supervisor.

**271.1.4** A demonstrated ability to choose methods of individual and group supervision appropriate to specific individuals and groups.

**271.1.5** A demonstrated ability to plan and administer a program of CPE.

**271.1.6** Familiarity with diverse conceptual frameworks in pastoral theology and the life sciences as these relate to pastoral functioning.

### **272.1 Professional Competence**

**272.1.1** Recommendation for certification by the candidate's primary training supervisor and the sponsoring CPSP Chapter.

**272.1.2** Evidence of having completed a personal psychodynamically-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.

**272.1.3.** The ability to articulate and demonstrate integration of personal and professional strengths and weaknesses with one's identity and function as a CPE Supervisor in all areas of pastoral, supervisory and professional competence.

**272.1.4** 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.

## **280. Certification as CPSP Diplomate in CPE Supervision**

A candidate who completes requirements for CPE Supervisor is eligible to meet with his/her CPSP Chapter for examination of competency and proficiency. 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 Supervision. This decision shall then be presented to the Governing Council for ratification and annual review.

Persons certified in cognate organizations as CPE Supervisors may seek certification as a CPSP Diplomate in CPE Supervision through CPSP Chapter membership and appropriate certification review by the Chapter, as outlined, below.

**280.1 Submission of Supportive Materials** Candidates for certification as a CPSP Diplomate in CPE Supervision must submit supportive materials as required by the Chapter which includes but is not limited to the following:

**280.1.1** An all-embracing 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.

**280.1.2** Audio or video recordings of two complete supervisory sessions (one individual and one group) along with the candidate's brief assessment of each session.

**280.1.3** A comprehensive theory paper (minimum of thirty pages) that presents the basic tenets of the candidate's working supervisory theory within the disciplines of personality, theology and education and of one's practice of clinical pastoral supervision.

**280.1.4** An edited audio or video recording (not more than fifteen minutes in length) of a supervisory session, to be played in the review process. The tape should demonstrate the candidate's preferred working modality. Accompanying the tape will be a thorough integration paper, not to exceed ten pages, illustrating how the candidate's unique journey, theory, theology, education, personality and introspective knowledge of self and pastoral supervisory practice came into play in the presented supervisory vignette.

**280.1.5** The syllabus of an entire CPE unit administered, supervised and taught by the candidate.

**280.1.6** Final evaluations written by the candidate of all Chaplain Interns who participated in the candidate's supervised CPE unit.

**280.1.7** Final evaluations written by the Chaplain Interns who participated in the entire candidate's supervised CPE units.

**280.1.8** Final evaluation of the candidate and the candidate's Supervisor-in-Training residency by the candidate's CPE Supervisor.

## **280.2 The Review Process**

**280.2.1** The review shall be conducted by a committee of CPSP Diplomates who are members of the candidate's Chapter, invited consultants, and one CPSP Diplomate who is not a member of the candidate's Chapter, who shall not be the candidate's previous nor present Supervisor, and who shall be appointed by the CPSP Governing Council .

**280.2.2** The committee shall elect a chair who will facilitate, monitor and manage the review.

**280.2.3** The committee shall appoint a presenter of the candidate for the purpose of presenting to the committee the candidate's materials in summary format and act as the candidate's committee's representative.

**280.2.4** The purpose of the review is to establish the attainment of competency required of the candidate for credentialing as a CPE Supervisor. Committee members may engage the candidate regarding all written and audio visual materials submitted and on any area pertinent to the process leading to certification.

**280.2.5** Upon completion of the review, which shall not exceed two hours, the candidate shall be excused for the purpose of allowing the committee to deliberate on its recommendations.

**280.2.6** Upon reaching a decision, the candidate shall be immediately informed of the committee's recommendation by the chair.

**280.2.7** A favorable recommendation shall grant the candidate certification as a CPSP Diplomate in CPE Supervision. The Chapter convener will forward the ratification request form to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by a member of the Executive Committee prior to ratification at the next Governing Council meeting. If a "notation" is found, the Chapter involved will be notified at the earliest possible date prior to the Governing Council meeting.

**280.2.8** An unfavorable recommendation may be appealed by the candidate.

**300. STANDARDS FOR ACCREDITED CPSP PROGRAMS  
IN PASTORAL PSYCHOTHERAPY**

CPSP requires that all CPSP Accredited Programs which offer training in Pastoral Psychotherapy function in accordance with commonly held standards which address admission to training, program content and structure, and objectives for the various levels.

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 does practice 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 training and certification of a Pastoral Psychotherapist prepares and authorizes the minister to function at this most advanced proficiency level of ministry.

### **310. Program Standards in Pastoral Psychotherapy**

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

**310.1** Establish a unique, valued, respected and intensive relationship with a CPSP Diplomate in Pastoral Psychotherapy and who will support the modeling and personal and professional integration of the candidate.

**310.2** Fulfill the study requirements of 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.

**310.3** Complete a minimum of 3,000 hours of Pastoral Psychotherapy practice with a minimum of 250 hours of clinical supervision, preferably with two or more CPSP Diplomates in Pastoral Psychotherapy.

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

**310.5** Where possible 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) shall be in regular attendance.

**310.6** Regularly schedule consultation with a CPSP Consultation Committee composed of other CPSP Diplomates in Pastoral Psychotherapy.

**310.7** Complete a comprehensive, personal psychotherapeutic investigation of no less than 100 hours, at least 50 of which must have been consecutive and with one therapist. Group, family or marital therapy will be counted at half value. The purpose of this therapy is to insure that the candidate has evidenced a substantial and serious commitment to his or her personal growth so as to be able to articulate and integrate personal and professional strengths and weaknesses and emotional maturity. The purpose is also didactic in that the candidate is expected to know from experience what it means to be a psychotherapy client or patient.

### **320. 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:

- 320.1** A Bachelor's degree from an accredited college or university.
- 320.2** A Master of Divinity degree from an accredited theological school or three years of basic theological education in an academic program. The latter will be evaluated by the equivalency criteria of The Association of Theological Schools.
- 320.3** No less than three years of full time pastoral experience.
- 320.4** Personal maturity.
- 320.5** Completion of 800 hours of Clinical Pastoral Education.
- 320.6** Endorsement by the candidate's faith group.
- 320.7** Acceptance into a program accredited by CPSP to offer training in Pastoral Psychotherapy.

### **330. 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:

- 330.1** 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.
- 330.2** Development of a professional identity as a Pastoral Psychotherapist through the integration of theory, theology, and the practice of pastoral psychotherapy with one's personhood.
- 330.3** 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.
- 330.4** Development of a methodology of differential diagnosis so as to relate diagnosis to the Pastoral Psychotherapy practice.
- 330.5** Development of an understanding of the dynamics of religious experiences and the implications for Pastoral Psychotherapy.
- 330.6** Development of the ability to relate the contributions of various disciplines to the psychotherapy task and to make appropriate use of professional collaboration.

### **340. Certification of Pastoral Psychotherapists**

Pastoral Psychotherapists are ministers who practice psychotherapy at an advanced level, integrating religious resources and the behavioral sciences, and may also function as educator and supervisor. The individual who is certified as a CPSP Pastoral Psychotherapist functions not only with high proficiency as a psychotherapist, but also functions as a teacher and supervisor of other pastoral counselors and pastoral psychotherapists in training. Some of the requirements are formal; others are matters of judgment concerning a candidate's level of functioning. The certification process always emphasizes a candidate's ability to demonstrate the kind of personal and professional competence essential for pastoral psychotherapy. The completion of formal requirements is always seen in relation to such a demonstrated ability to function. Final certification is always a matter of judgment of one's professional peers who are the delegated representatives of CPSP.

Persons certified as Pastoral Psychotherapists in cognate organizations may seek certification as a CPSP Diplomate in Pastoral Psychotherapy through Chapter membership and appropriate certification review by the Chapter, as outlined, below. Minimum formal requirements for certification include the following:

**340.1** Fulfill all Admission Requirements (See 320 above).

**340.2** Give evidence of having completed the 60 semester hour study requirements or their equivalent (see 310.2 above).

**340.3** Give evidence of having completed at least 3,000 hours of Pastoral Psychotherapy and having received at least 250 hours of supervision under the personal supervision or scrutiny of a CPSP Diplomate in Pastoral Psychotherapy, or two separate supervisors if deemed advisable. Supervision shall be comprehensive, covering clinical practice with individuals, couples, families and groups.

**340.4** Completion of a personal psychotherapeutic experience (see 310.7 above).

**340.5** An intensive personal assessment by a sponsoring CPSP Chapter. Instruments for this assessment may include written materials (autobiography, theory papers), audio or video recordings of psychotherapy sessions, assessment of supervisory evaluations, and a personal examination to determine the following:

**340.5.1** Personal identity and interpersonal competence, being the candidate's awareness of self, of internal dynamics and interpersonal relationships, and capacity for flexible and effective relatedness to others.

**340.5.2** Academic and theoretical competence as determined by the candidate's knowledge of theology and the behavioral sciences and their integration at both theoretical and practical levels.

**340.5.3** Psychotherapeutic competence as demonstrated by the candidate's ability to assess a client's therapeutic need, to establish a therapeutic relationship, and to conduct, complete and evaluate that therapy.

**340.5.4** Pastoral identity as determined by the candidate's ability to see the pastoral role in its ecclesiastical and inter-professional contexts and to function with integrity in that role.

**340.5.5** 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.

### **350. Certification as a CPSP Diplomate in Pastoral Psychotherapy**

A candidate who completes requirements for Pastoral Psychotherapist is eligible to meet with a CPSP Chapter for examination of competency and proficiency as a Pastoral Psychotherapist. If the candidate fulfills criteria for Pastoral Psychotherapist 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 Pastoral Psychotherapy. This decision shall then be presented to the Governing Council for ratification and annual review.

#### **350.1 The Review Process.**

**350.1.0** The review shall be conducted by a committee of CPSP Diplomates who are members of the candidate's Chapter, invited consultants, and one CPSP Diplomate who is not a member of the candidate's Chapter, who shall not be the candidate's previous nor present Supervisor, and who shall be appointed by the CPSP Governing Council.

**350.1.1** The committee shall elect a chair who will facilitate, monitor and manage the review.

**350.1.2** The committee shall appoint a presenter of the candidate for the purpose of presenting to the committee the candidate's materials in summary format and act as the candidate's committee representative.

**350.1.3** The purpose of the review is to establish the attainment of competency required of the candidate for credentialing as a Pastoral Psychotherapist. Committee members may engage the candidate regarding all written and audio-visual materials submitted and on any area pertinent to the process leading to certification.

**350.1.4** Upon the completion of the review, which shall not exceed two hours, the candidate shall be excused for the purpose of allowing the committee to deliberate on its recommendations.

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

**350.1.6** A favorable recommendation shall grant the candidate certification as a Pastoral Psychotherapist. Hence the Chapter shall certify the candidate as a Diplomate in Pastoral Psychotherapy. The Chapter convener will forward the ratification request to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by the Executive Committee prior to ratification by the Governing Council. If a "notation" is found, the Chapter involved will be notified at the earliest possible date, prior to the Governing Council meeting.

**350.1.7** An unfavorable recommendation may be appealed by the candidate.

## 400. STANDARDS FOR CLINICAL CHAPLAINCY

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

Clinical Chaplaincy is a category of ecclesiastically-endorsed specialized ministry for persons certified to provide ministry to unique populations of persons in crisis. Certification requires demonstration of specialized skills and competencies in such contexts as hospital, hospice settings, prisons, fire and police chaplaincy, and mental health/social service settings.

### 410. Program Standards in Clinical Chaplaincy

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

**410.1** 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.

**410.2** Complete a supervised clinical internship as a chaplain.

**410.3** Where possible participate in a peer group of Clinical Chaplain trainees for continuous case studies and to facilitate a creative interpersonal process for growth and learning.

**410.4** 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.

### 420. 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. Requirements for admission to Clinical Chaplaincy training include but are not limited to:

**420.1** A completed application.

**420.2** Fulfillment of academic pre-requisites. For **Associate Clinical Chaplain** this is evidence of a Master of Divinity degree, or 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 having completed a Bachelor's degree from an accredited college or university, and a Masters of Divinity degree or the course of study considered equivalent by the candidate's faith community.

**420.3** Evidence of having completed 400 hours of CPE or its equivalent. Equivalencies may include documented clinical training or practice in another discipline or documented oversight in professional practice.

**420.4** Evidence of ecclesiastical endorsement by the candidate's faith group.

### **430. Objectives of Clinical Chaplaincy**

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:

**430.1** 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.

**430.2** Development of a professional identity as a chaplain through the integration of theory, theology and the practice of pastoral care.

**430.3** Achieving 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.

#### **440. Certification as a Clinical Chaplain**

Some of the requirements for certification are formal, others are matters of judgment by delegated representatives of CPSP concerning a candidate's level of functioning.

Persons certified as Chaplains in cognate organizations may seek certification as CPSP Clinical Chaplain through CPSP Chapter membership and appropriate certification review, as outlined, below. Minimum formal requirements include:

**440.1** Fulfillment of all admission requirements (see 420 above).

**440.2** For **Associate Clinical Chaplain** this is evidence of a minimum of 800 hours of CPE and a Master of Divinity degree **OR** 1,600 hours of CPE 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 1,600 hours of CPE and having completed a Bachelor's degree from an accredited college or university, and Master of Divinity degree **OR** the course of study considered equivalent by the candidate's faith community and 1,600 hours of CPE.

**440.3** The demonstrated ability to relate with high personal and professional proficiency to persons in crisis who may represent a variety of theological and cultural perspectives.

**440.4** A 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.

**440.5** 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.

**440.6** An intensive personal assessment by a sponsoring CPSP Chapter. Instruments for this assessment may include written materials (autobiography, theory papers), verbatims and case studies, assessment of supervisory evaluations, and a personal examination to assure personal and professional competence.

**440.7** 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.

#### **450. CPSP Certification and Continuing Endorsement of Clinical Chaplains and Associate Clinical Chaplains**

Candidates who complete requirements for Clinical Chaplaincy/Associate Clinical Chaplaincy are eligible to meet with their CPSP Chapter for examination and certification of competency. If certification is granted three conditions are imposed. First, **Associate Clinical Chaplains** may only practice under the close oversight by their CPSP Chapter. Second, all Clinical Chaplains and Associate Chaplains are expected to be fully informed and committed to participation in CPSP Chapter life. Third, certification as a Clinical Chaplain or Associate Clinical Chaplain is reviewed annually by the CPSP Chapter and, if approved, presented to the CPSP Governing Council for ratification.

As the CPSP chapter functions as a Board in making certification decisions, Clinical Chaplains and Associate Clinical Chaplains are considered Board Certified.

**450.1** The review of candidates for “Clinical Chaplain and “Associate Clinical Chaplain” shall be conducted by a committee of CPSP Diplomates and Clinical Chaplains who are members of the candidate’s Chapter; invited consultants; and one CPSP Diplomat who is not a member of the candidate’s chapter, who is not the candidate’s previous nor present Supervisor, and who shall be appointed by the CPSP Governing Council. At the General Secretary’s discretion, an outside, certified, and experienced Clinical Chaplain or Pastoral Counselor may be substituted for the outside Diplomat.

**450.2** The committee shall elect a chair who will facilitate, monitor and manage the review.

**450.3** The purpose of the review is to establish the attainment of competency of the candidate for credentialing as a CPSP Clinical Chaplain or Associate Clinical Chaplain. Committee members may engage the candidate regarding any written or audio-visual materials submitted and on any area pertinent to the process leading to certification.

**450.4** Upon completion of the review, which shall not exceed two hours, the candidate shall be excused for the purpose of allowing the committee to deliberate on its recommendations. Upon reaching a decision, the candidate shall be immediately informed of the committee’s recommendations

**450.5** A favorable recommendation shall grant the candidate certification as a CPSP Clinical Chaplain or Associate Clinical Chaplain. The Chapter convener will forward the ratification request form to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by a member of the Executive Council. If a “notation” is found, the Chapter involved will be notified at the earliest possible date prior to the Governing Council meeting.

**450.6** An unfavorable recommendation may be appealed by the candidate.

**460. Reciprocity of Clinical Chaplain and Pastoral Counselor certification and Associate Clinical Chaplain and Associate Pastoral Counselor.**

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.

Chapter conveners will forward the ratification request form to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by a member of the Executive Committee prior to the next Governing Council. If a “notation” is found, the Chapter involved will be notified at the earliest possible date prior to the Governing Council meeting.

Persons dually certified will pay initial certification fees and certification dues for both certification levels.

## **500. STANDARDS FOR PASTORAL COUNSELORS**

CPSP requires that all Accredited Programs which offer training in Pastoral Counseling function in accordance with commonly held standards which address admission to training, program content and structure, and objectives for the various levels.

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.

Although Pastoral Counselor certification will not signify competency to offer psychotherapy, 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.

### **510. Program Standards in Pastoral Counseling**

The trainee in Pastoral Counseling will pursue mastery of this level of pastoral care in a setting and with a curriculum to enable the following:

**510.1** Establish a training relationship with a CPSP Pastoral Counselor Chapter which will provide supervision of training, provide models of pastoral counseling, and monitor the candidate's progress toward personal and professional integration.

**510.2** Complete a supervised clinical internship as a pastoral counselor.

**510.3** Development of conceptual knowledge of the field of pastoral counseling, including its history, theory and methodology, sufficient to be conversant with the central theological, psychological, and sociological literature and to understand the needs of persons who seek pastoral counseling and the variety of ways of helping them.

**510.4** Where possible, participate in a peer group of pastoral counseling trainees for continuous case conference and case supervision and to facilitate a creative interpersonal process of growth and learning.

## **520. Admission to Pastoral Counseling Training**

Admission to training in Pastoral Counseling is based upon a face-to-face interview with a CPSP Chapter which determines that the candidate has the vocational, academic and personal resources required to function as a Pastoral Counselor. Admission also has the following formal requirements:

- 520.1** A completed pastoral counseling training application form.
- 520.2** Fulfillment of academic requirements. For Associate Pastoral Counselor, this is evidence of at least a two year degree or a course of study considered equivalent by the candidate's faith community, either of which validates the completion of the core theological and practical competencies necessary for functioning in this specialized ministry. For Pastoral Counselor, this will include a Bachelors degree from an accredited college or university and a Master of Divinity degree from an accredited theological school or three years of basic theological education in an academic program. The latter will be evaluated by the equivalency criteria of The Association of Theological Schools.
- 520.3** Evidence of pastoral experience and personal maturity.
- 520.4** Evidence of having completed one unit or 400 hours of CPE training.
- 520.5** Evidence of ecclesiastical endorsement by the candidate's faith group.
- 520.6** Acceptance into a program accredited by CPSP to offer training in Pastoral Counseling.
- 520.7** A minimum of one year of documented parish ministry.

## **530. Objectives of Pastoral Counseling Training**

The general objective of Pastoral Counseling training is to provide all the necessary resources to enable the trainee to achieve basic pastoral counseling skills in order to function in the role of Pastoral Counselor in a parish, community agency or institutional setting. Specific objectives include the following:

- 530.1** The development of the uniqueness of the trainee's person as a gift through which the trainee is able to offer a personal counseling relationship to support persons in need.
- 530.2** The development of a professional identity as a Pastoral Counselor through the integration of counseling theory, theology, and the practice of pastoral counseling.
- 530.3** The achievement of proficiency and competency in the provision of supportive and crisis-oriented pastoral counseling.
- 530.4** The achievement of a comprehensive understanding of theory in such conceptual areas as: personality and psychological development; group and systems theory; the resource of religious symbols and values; and the psychology of religious experience.

## **540. Certification of Pastoral Counselors**

Pastoral Counselors are ministers who provide pastoral counseling with proficiency and competence on basic matters of supportive and crisis-oriented care.

Some requirements for certification are formal; others are matters of judgment concerning a candidate's level of functioning. In general, it should be understood that (1) the certification process always emphasizes a candidate's ability to demonstrate the kind of personal and professional competence essential for pastoral counseling 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 as a Pastoral Counselor is always a matter of judgment of one's professional peers who are the delegated representatives of the professional body.

Persons certified as Pastoral Counselors in cognate organizations may seek certification as a CPSP Pastoral Counselor through CPSP Chapter membership and appropriate certification review, as outlined, below.

Minimum formal requirements for certification include the following:

**540.1** Fulfill all Admission Requirements (see 520 above).

**540.2** For Pastoral Counselor certification, evidence of having completed four units (1,600 hours) of CPE training, or three units (1,200 hours) of CPE and 400 hours of its equivalent. Equivalencies may include documented clinical training or practice within another clinical discipline, or documented oversight of such practice. For Associate Pastoral Counselor certification, evidence of a minimum of 800 hours of CPE and a Master of Divinity, or 1,600 hours of CPE with a sophisticated knowledge in the field of theology, validating the completion of the core theological and practical competencies necessary for functioning in this specialized ministry.

**540.3** An intensive personal assessment by the sponsoring CPSP Chapter. Instruments for this assessment shall include:

**540.3.1** An autobiography which is self-reflective and evaluates the candidate's family of origin, significant life turning points, personal psychotherapy pilgrimage, and his/her faith journey.

**540.3.2** An account of a counseling situation in which the candidate was called to respond to a person who was troubled. This account shall include an assessment of the presenting problem and an evaluation of the effectiveness of the intervention.

**540.4** Using the submitted counseling situation, the candidate shall write a brief paper that demonstrates the integration of counseling theory and theology with the use of self in pastoral counseling.

**540.5** A self-assessment of strengths and weaknesses as a Pastoral counselor.

**540.6** A statement of what the candidate hopes to accomplish with Pastoral Counselor certification and subsequent participation in a CPSP Chapter.

**540.7** Evidence of high ethical commitment including absolute respect for the worth and rights of persons, and that the candidate understands and assents to the CPSP Code of Ethics.

**540.8** Based on the information from the instruments of assessment, and from the experience of personally examining the candidate, the Chapter shall make a determination whether the candidate qualifies for certification according to the following criteria:

**540.8.1** Personal identity and interpersonal competence as evidenced by the candidate's awareness of self, internal dynamics, and interpersonal relationships and capacity for effective relatedness to others.

**540.8.2** Conceptual and theoretical competence as measured by the candidate's knowledge of theology, the behavioral science, and their integration at both a theoretical and practical level.

**540.8.3** Counseling competence as measured by the candidate's ability to assess the need of the counselee, to establish a counseling relationship, and to conduct, complete and evaluate that counseling. Focus will be given to the candidate's ability to provide short-term, supportive and crisis-oriented pastoral counseling that is informed by in-depth clinical and cognitive understanding of principles found in psychodynamic psychotherapy.

**540.8.4** Pastoral identity as evidenced in the candidate's understanding of and faithfulness to the pastoral role in its religious and inter-professional contexts.

## **550. CPSP Certification and Continuing Endorsement of CPSP Pastoral Counselors and Associate Pastoral Counselors.**

Candidates who complete requirements for Pastoral Counselor/Associate Pastoral Counselor are eligible to meet with a CPSP Chapter for examination and certification of competency. If the candidate fulfills the criteria required for the certification sought 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 accordingly. The Chapter convener will forward the ratification request form to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by a member of the Executive Committee prior to ratification by the Governing Council. If a “notation “ is found, the Chapter involved will be notified at the earliest possible date prior to the Governing Council meeting.

### **550.1 The Review Process**

**550.1.1** The review of candidates for Pastoral Counselor or Associate Pastoral Counselor shall be conducted by a committee of CPSP Diplomates and Pastoral Counselors who are members of the candidate’s Chapter, invited Consultants, and one CPSP Diplomat who is not a member of the candidates Chapter, who is not the candidate’s previous nor present Supervisor, and who shall be appointed by the CPSP Governing Council. At the General Secretary’s discretion, an outside, certified, and experienced Pastoral Counselor or Clinical Chaplain may be substituted for the outside Diplomat.

**550.1.2** The committee shall elect a chair who will facilitate, monitor, and manage the review.

**550.1.3** The chair shall appoint a presenter of the candidate for the purpose of presenting to the committee the candidate’s materials in summary format and act as the candidate’s committee representative.

**550.1.4** The purpose of the review is to establish the attainment of the competency required of the candidate in order to be certified as a CPSP Pastoral Counselor. Committee members may engage the candidate regarding all written and/or audiovisual materials submitted and on any area pertinent to the process leading to certification.

**550.1.5** Upon completion of the review, which shall not exceed two hours, the candidate shall be excused for the purpose of allowing the committee to deliberate on its recommendations.

**550.1.6** Upon reaching a decision, the candidate shall be immediately informed of the committee’s recommendations by the chair.

**550.1.7** A favorable recommendation shall grant the candidate certification as a CPSP Pastoral Counselor or as Associate Pastoral Counselor. The Chapter convener will forward the ratification request form to the CPSP Administrative Assistant ninety (90) days prior to the next Governing Council meeting, for review by a member of the Executive Committee prior to ratification by the Governing Council. If a “notation ” is found, the Chapter involved will be notified at the earliest possible date prior to the Governing Council meeting.

**550.1.8** An unfavorable recommendation may be appealed by the candidate.

## **600. 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. 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 Governing Council. Chapters have some specific recognized duties and responsibilities which include the following:

### **610. Membership in Chapters**

Chapter membership shall consist of persons who have been certified. Chapters may admit other pastoral persons into Chapter membership as the Chapter sees fit. A Chapter shall be composed of no fewer than six and no more than twelve certified persons. Persons in training will be in a vital, intimate relationship to a sponsoring CPSP Chapter as they seek ultimate peer status.

### **620. Duties of a Chapter**

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

**620.1** Each Chapter will select a convener who will schedule the regular meeting, facilitate communication, and oversee the coordination and general operation of the Chapter, including Accreditation site reviews.

**620.2** Each Chapter will appoint a representative to the CPSP Governing Council.

**620.3** Each Chapter will provide support, guidance, full accountability, consultation and continuing education for its members' life and practice of ministry under the auspices of CPSP.

**620.4** Each Chapter will provide regular consultation to CPSP trainees and to their supervisors.

**620.5** Under the auspices and by collaboration with the CPSP Governing Council, each Chapter will invite a visiting consultant to be present for all certification reviews. All such certifications require review and final ratification by the CPSP Governing Council.

**620.6** Each Chapter will annually assess each member's competency to practice and each member's fidelity to the ongoing life of the Chapter. It will recommend to the CPSP Governing Council matters of discipline, sanctions, or termination of membership. An annual Chapter Report will be sent to the CPSP Administrative Assistant by January 31<sup>st</sup> of each year, for review by a member of the Executive Committee, prior to the Governing Council meeting.

**620.7** Each Chapter will work to resolve any grievances that are filed, and, if unresolved, will refer those grievances to the CPSP Governing Council.

**700. THE CPSP CODE OF PROFESSIONAL ETHICS**

All CPSP certified and non-certified members, students and 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 follows.

CODE OF ETHICS  
OF  
THE COLLEGE OF PASTORAL SUPERVISION  
AND PSYCHOTHERAPY

*The College of Pastoral Supervision and Psychotherapy*

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Revised November 2006

## ***Prologue***

The College of Pastoral Supervision and Psychotherapy (CPSP) seeks to maintain the highest standards of professional ethics. Therefore members covenant to work together with colleagues, students, clients and institutions in an attitude characterized by respect, commitment and professionalism consistent with the CPSP Covenant.

## **Respect**

Professional ethics for CPSP are rooted in respect for all persons regardless of their race, gender, religion, ethnic origin, age, abilities or sexual orientation. In other words, who they are is the reason for our respect. Members agree to commend the call, vocation and personal lives of co-workers, counselees, students, supervisees, and parishioners.

Members respect each other. When there is an allegation of misconduct, all responses will be intentional while maintaining an attitude characterized by forgiveness, humility, and an empowering love. All responses to allegations will focus on accountability, education, redemption, reconciliation, and growth. Respect includes issues of confidentiality. Therefore what we know about students, colleagues and counsels will be used in their best interest.

## **Commitment**

Members are committed and accountable to each other through Chapter participation. Therefore, members will be pro-active in issues of professional abilities, continuing education, pastoral concerns, ethics and personal integrity. This form of peer review is crucial to our covenant with each other.

## **Professionalism**

CPSP members recognize those who have gone before us, endeavoring to preserve, create and implement the body of knowledge in the fields of pastoral education and counseling. CPSP members maintain professional relationships with other persons in their institutions, their community, and with members of other professional organizations.

## **Collegial Judgment**

CPSP recognizes that not all ethical issues can be detailed through this or any other code. Therefore, we depend on the professional judgment of our colleagues and agree to abide by and to engage their decisions.

## ***Practices***

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### **Respect**

Colleagues, students, clients, parishioners, and patients deserve our respect. Therefore, members will not proselytize nor force their own theologies on others. CPSP members will refrain from exploiting relationships or using them to their own advantage. Exploitation includes emotional, financial, sexual, and/or social gain. Records, evaluations, personal notes, and informational conversations will be kept confidential.

### **Commitment**

Members will maintain their commitment and good standing with their CPSP Chapters. Members will maintain good standing outside of CPSP, including faith groups, endorsing agencies, licensing agencies, and employing institutions. CPSP members will take concerns of impairment, incompetence, or behavioral problems seriously. Concerns for such are expected to be addressed within each Chapter.

### **Professionalism**

CPSP members will continue to use their Chapters, as well as other resources, for professional and personal growth. This includes attention to spiritual, family and health-related issues which are always significant to the professional functioning of members. CPSP members will represent their qualifications correctly, limiting their practice only to their level and area of certification. CPSP members will keep accurate financial and training records, will be accurate in professional brochures, and will make timely responses to inquiries and applications. “Stewardship” of our programs is the essential theological words. CPSP members have the freedom to share their private and public opinions, distinguishing these from the positions of CPSP.

## **CPSP Ethics Complaint Protocol**

The CPSP community will maintain the highest standards of ethical conduct. Any incident of ethical violation, or presumed violation, will be processed in the following manner:

1. Any person with an ethical complaint against a person certified by CPSP will first inform the General Secretary or President of the violation in writing. If the General Secretary and President are both objects of the grievance, the complaint shall be filed with immediate Past President.
2. The officer receiving the complaint will immediately notify the Chapter Convener of the person against whom the complaint is registered. The Chapter convener, with the officer delivering the complaint, will decide if the complaint has merit. If the complaint is deemed without merit, the complainant will be notified to that effect. If the complaint is judged to have merit, it will be referred to the Chapter where the object of the complaint has credentials.
3. The Chapter on receiving the complaint will process it, interview the parties as needed, and make a judgment on any appropriate recompense or penalties required, and notify the complainant of such.
4. If the complainant is not satisfied with the Chapter's judgment, he or she may 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 sustain the Chapter's decision or overrule it and make its own decision, and notify the complainant.
5. The Panel's decision may be appealed to the Executive Committee, and if the complainant is not satisfied, he or she may appeal next to the Governing Council. The decision of the Governing Council will be final.
6. The Person against whom the complaint is made may similarly appeal any decision to the Executive Committee, and next to the Governing Council. The decision of the Governing Council will be final.