

# ANZACPE

growing towards a Common Language and Standards for

## Level 1 - Clinical Pastoral Supervisor

### (CPSup)

#### Accreditation and Review of Accreditation

At ANZACPE's 2017 and 2018 Annual General Meetings the following Motion was passed:

That we agree in principle:

- 1) to adopt this Set of Common Standards, and
- 2) to encourage the seven Member Associations of ANZACPE to adopt and use these Standards, and
- 3) to review these Standards at ANZACPE's Annual General Meetings in the coming years, appreciating that these Standards will further shape themselves in the process

#### **Background and Necessary Conditions for the Accreditation and Review of Accreditation of ANZACPE Level 1, Level 2 and Level 3 CPE Supervisors/Educators**

Accreditation and Review of Accreditation at each of these three Supervisor/Educator Levels indicates ANZACPE's confidence in the competence and supervisory/educational leadership capacity of an individual CPE Supervisor/Educator.

Each Level brings its own valid and unique contribution to the provision of quality CPE within Australia and New Zealand.

It is acceptable for CPE Supervisors/Educators, once accredited at a particular Level, to choose to stay supervising at that Level, or to choose to proceed to accreditation at the next Level. If Supervisors/Educators choose to stay at a particular Level, they must seek Review of Accreditation at that Level every five years.

Accreditation at each Level is preceded by Supervisors/Educators being granted by their respective Member Association a status called 'Provisional.' This provisional status is a temporary status (a maximum of 4 years) before the Provisional Supervisor/Educator must either seek accreditation, or seek provisional status again (for a maximum of two years); otherwise the provisional status lapses.

Whilst holding the temporary status of Provisional at both Level 1 and Level 2, a Supervisor/Educator must receive at least 10 hours of supervision from an Accredited CPEducator (Level 2 or above) during each Unit supervised.

Also whilst holding the temporary status of Provisional at both Level 1 and Level 2, a Supervisor/Educator must participate in at least 30 hours of education-in-supervision (individual or peer-group) facilitated by a Level 3 (or Provisional Level 3) Educator.

All CPE Supervisors/Educators (whether Provisional or Accredited) must supply annually, to the person designated by their Member Association, a document outlining professional development (including education-in-supervision, individual supervision, and peer supervision) undertaken throughout the year.

Each Member Association shall determine:

- 1) the criteria and process by which an applicant is granted provisional status at a particular Level
- 2) the parameters within which an individual Provisional Supervisor/Educator will work
- 3) the criteria and process by which a Provisional Supervisor/Educator is deemed to be ready to proceed to an Accreditation Review
- 4) the selection of an appropriate Review Committee, bearing in mind: (1) the value of having CPE Supervisors/Educators from other Member Associations participate in such Accreditation Reviews; (2) the ANZACPE requirement that Levels 2 and 3 Accreditation Reviews and Review of these Accreditations involve Accredited Educators from other Member Associations

Each Review Committee will make its assessment of the readiness of an applicant for Accreditation / Reaffirmation of Accreditation. However it is the Member Association that ultimately grants the status of 'Accredited' / 'Reaffirmation of Accreditation.'

# Clinical Pastoral Supervisor

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## Responsibilities of Clinical Pastoral Supervisors

17 Your task, as a CPSup (or Provisional CPSup), is to assist CPE students/participants to achieve the  
18 competencies of Foundational CPE(s).

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20 Throughout your time as a CPSup you work in cooperation with a Provisional or Accredited Clinical Pastoral  
21 Educator (Level 2 or Level 3) who has the overall responsibility for the CPE Unit, including the general  
22 oversight, administration, group co-ordination, direction and education associated with a CPE Unit.

23 In a CPE Unit, as a CPSup, you are responsible for:

- 24 1) the individual supervision of selected CPE students/participants
- 25 2) the individual supervision of no more than two-thirds of the students/participants in a group, and in no  
26 case exceeding 3 selected students/participants in any one Unit
- 27 3) offering leadership as encouraged by the Clinical Pastoral Educator of the Unit
- 28 4) working cooperatively with this Clinical Pastoral Educator
- 29 5) writing a final one-page report (500 words max) of your supervision of each student/participant that  
30 you supervise
- 31 6) writing a one page evaluation (500 words max) of your supervisory involvement within the Unit
- 32 7) requesting a report from the Clinical Pastoral Educator of the Unit regarding your involvement in the  
33 Unit

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## Accreditation as a Clinical Pastoral Supervisor

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37 As a Provisional CPSup you need to have supervised within at least 3 CPE Units and supervised at least 6  
38 students/participants before presenting yourself for Accreditation as a CPSup.

39

40 Accreditation as a CPSup is based on your ability to offer quality pastoral supervision to your CPE  
41 students/participants, and on your ability to reflect upon, conceptualise and understand your experience as a  
42 Provisional CPSup.

43

44 Your Review Committee will be concerned with your ability to demonstrate the personal and professional  
45 competence essential for a CPSup.

46

47 You will need to demonstrate, both in the professionalism of your written materials and in your engagement  
48 with your Review Committee, evidence of your claims regarding your identity and competency as a  
49 Provisional CPSup, your readiness to be accredited as a CPSup, and your awareness of the current practices  
50 of CPE plus the supervisory responsibilities required by your Member Association.

51

52 To recommend that you be accredited as a CPSup, your Review Committee will be looking to see if you have  
53 mastery over the following competencies:

## 54 Competencies

55

### 56 Administrative Awareness and Competence

57 This means demonstrating a consistent capacity to:

- 58 1) organise and manage the learning covenant with the students/participants you are supervising
- 59 2) be aware of the distinction between administrative and supervisory issues and how these can be  
60 creatively managed

### 61 Interpersonal Awareness and Competence

62 This means demonstrating a consistent capacity to:

- 63 1) reflect on group and interpersonal interactions and how to creatively use them for learning
- 64 2) reflect on the function of the supervisory alliance and its use in the process of supervision

## 65 **Intrapersonal Awareness and Competence**

66 This means demonstrating a consistent capacity to:

- 67 1) reflect on the supervisory relationship and to acknowledge your own contribution to the supervisory
- 68 events
- 69 2) reflect on and learn from the supervisory process and use those learnings for your self-growth

## 70 **Educational Competence**

71 This means demonstrating a consistent capacity to:

- 72 1) draw from students/participants what is necessary for the development of their pastoral/spiritual
- 73 identity and professional self-worth, and to use students'/participants' written materials and other
- 74 presentations in this process

## 75 **Theological/Spiritual Awareness and Competence**

76 This means demonstrating a consistent capacity to:

- 77 1) explore how your theology/ spirituality informs, enlightens or challenges your supervisory identity and
- 78 vice versa

79

## 80 **In preparation for your Accreditation Review**

81 **you need to assemble a Dissertation consisting of five professionally presented Papers.**

82

83 As you assemble your five Papers, bear in mind that your Review Committee will be looking for evidence that

84 you have a consistent capacity in all the Competencies (see above) expected of a CPSup.

85

86 In all five Papers respect issues of confidentiality, and provide footnotes plus a bibliography if you use

87 secondary resources.

88

89 Your Dissertation is to be typewritten, in Font 11, with a 2 cm margin, and with each page numbered; it is to

90 be presented in the following order, secured in a folder, and one copy circulated to each member of your

91 Review Committee at least three weeks prior to the day of your Review.

92

93 Your Dissertation should include a front page containing:

- 94 1) your name and contact details, your spiritual/religious or faith affiliation, theological/spiritual degree(s)
- 95 / diploma(s) / certificate(s), or subjects completed towards a theology/spirituality qualification
- 96 2) your CPE experience, as a CPE student and as a Provisional CPSup, plus any previous Review
- 97 Committee commendations/recommendations
- 98 3) a declaration of any written or other formal complaints in regard to yourself, and the outcome of any
- 99 investigation
- 100 4) your statement of request of your upcoming Review Committee

101

102 **Paper One - Your Autobiography:** (3000 words max) in which you give an account of your life from birth

103 until now. Out of your own subjective experience, select episodes from your life experience that will assist the

104 members of your Review Committee to understand who you are, personally and professionally.

105

106 **Paper Two - Your Evaluation of one Student/Participant:** (3000 words max) in which you report on and

107 critically evaluate your supervision of 1 CPE student/participant. Your report needs to be evidenced by clinical

108 episodes, your comments on PERs and excerpts from one-to-one supervision sessions with the CPE

109 student/participant.

110

111 Your report should include:

- 112 1) a description of the CPE student/participant and his/her placement
- 113 2) a description and assessment of the first one-to-one supervision session and an account of how you
- 114 developed the supervisory alliance
- 115 3) a description of how you assisted the student/participant to form and evaluate clear, realistic and
- 116 achievable goals
- 117 4) a description of the student's/participant's learning issues, and how you worked with these issues
- 118 5) your reflection on your responses to the CPE student/participant's written/oral/visual work

- 119 6) your articulation and modelling of pastoral/spiritual care and how this contributed to the development  
120 of the CPE student/participant's pastoral/spiritual competency  
121 7) your recommendations to the student/participant during and after both his/her mid-term and final  
122 evaluations, plus an account of how the student/participant responded  
123 8) your supervision of a challenging one-to-one supervision session  
124 9) the stances and attitudes which you employed in supervision and their effectiveness in the emergence  
125 of the CPE student/participant's pastoral/spiritual identity  
126 10) a copy of the student's/participant's final evaluation  
127

128 **Paper Three - Your Theological/Spiritual/World-View Perspective:** (3000 words max) in which you  
129 explore your theological/spiritual/world-view perspective in relation to your practice of Clinical Pastoral  
130 Supervision. This paper needs to be grounded in specific supervisory experiences and include an exploration  
131 of how your theology/ spirituality informs, enlightens or challenges your supervisory identity and vice versa.  
132

133 **Paper Four - Your Learning as a Supervisor:** (3000 words max) in which you describe the concepts and  
134 themes you have discovered in your experience of being a Provisional CPSup, plus your own experiences of  
135 receiving supervision and training as a Provisional CPSup. In preparing to write this paper it will be helpful to  
136 review each of the one page evaluations you have written of your supervisory involvement within a Unit, plus  
137 each of the Supervisory Reports you have received from your training Supervisor(s). You need to conclude  
138 your appraisal with a statement addressing why you believe you have completed your training as a  
139 Provisional CPSup.  
140

141 **Paper Five - Your Work with Three Students/Participants:** (3000 words max) in which you include three of  
142 the 500 word Reports that you have written of your supervision of three CPE students/participants (other than  
143 the student/participant that you wrote about in Paper Two above.) Also include the evaluative feedback  
144 comments, regarding your supervisory contribution and CPE participation, written by your selected three  
145 students/participants in their Final Evaluations.  
146

147 **Finally attach:**

- 148 1) copies of the Reports on your supervisory involvement written by the Clinical Pastoral Educator of  
149 each Unit in which you contributed as an Provisional CPSup  
150 2) copies of the Report written by your Training Supervisor - if that person is different from your Clinical  
151 Pastoral Educator(s)  
152

153 Should your Review Committee not recommend you for accreditation at the time of your Review, and should  
154 you wish to continue to seek CPSup accreditation, you need to re-present to a Review Committee within 2  
155 years.  
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157 **Review of Accreditation as a Clinical Pastoral Supervisor**

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159 Your accreditation as a CPSup is subject to ongoing review after five years. In the period under review, you  
160 are expected to have supervised in at least one CPE Unit. Your accreditation will lapse if you have not fulfilled  
161 this requirement within a five year period. Your Member Association may grant you a dispensation from this  
162 time requirement, but only for very exceptional and extenuating circumstances.  
163

164 **In preparation for your Review of Accreditation**

165 **you need to assemble a Dissertation consisting of five professionally presented Papers.**  
166

167 In all five Papers respect issues of confidentiality, and provide footnotes plus a bibliography if you use  
168 secondary resources.  
169

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171 presented in the following order, secured in a folder, and one copy circulated to each member of your Review  
172 Committee at least three weeks prior to the day of your Review.  
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176 / diploma(s) / certificate(s), or subjects completed towards a theology/spirituality qualification  
177 2) your CPE experience, as a CPE student and as a CPSup, plus any previous Review Committee  
178 commendations/recommendations  
179 3) a declaration of any written or other formal complaints in regard to yourself, and the outcome of any  
180 investigation  
181 4) your statement of request of your upcoming Review Committee  
182

183 **Paper One** (1000 words max) in which you evaluate the salient features (the high points and low points) of  
184 your professional experience since your last Accreditation Review.  
185

186 **Paper Two** (1000 words max) in which you evaluate your supervision of 2 CPE students/participants,  
187 ensuring that you include contrasting supervisory experiences.  
188

189 **Paper Three** (500 words max) in which you describe any professional development training that you have  
190 undertaken since your last Accreditation and evaluate the impact of this training on your supervisory practice.  
191

192 **Paper Four** (500 words max) in which you describe your future plans as a CPSup.  
193

194 **Paper Five** (2000 words max) in which you integrate your ideas about CPSup supervision with a theme or  
195 concept from one of the following: theology/spirituality, education, ecology, psychology, or another field of  
196 relevant study.  
197

198 **Finally attach:**

- 199 1) a copy of your most recent Review Committee findings and provide a statement on how you have  
200 addressed that Committee's recommendations  
201 2) a statement from the Clinical Pastoral Educator of the most recent CPE Unit in which you participated  
202 as a CPSup  
203 3) the final evaluations of the two CPE student/participants that you wrote about in Paper Two (above)  
204

205 Should your Review Committee not recommend you for Affirmation of Accreditation at the time of your  
206 Review, and should you wish to continue to seek Affirmation of Accreditation as a CPSup, you need to re-  
207 present to a Review Committee within 2 years.