



# Division of CPE

## Standards

(Goslar 2006)

DGfP  
German Association for Pastoral Psychology

Divisions:

- Gestalt-Pastoral-Care and Psychodrama in pastoral work (GPP)
- Group-organisation-system (GOS)
- Clinical Pastoral Education (CPE)
- Person-centered Psychotherapy and Pastoral Care (PPS)
- Depth Psychology (T)

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# Preface

## P 1. Pastoral-psychological Care and Supervision

Christian pastoral care trusts in the presence of God and the reality of God's love. Based on Jesus' promise, "the kingdom of heaven is at hand" (Mt 10:7) pastoral care proclaims that as human beings we are accepted by God. This experience is the work of the Holy Spirit, creating and sustaining community (*communio sanctorum*).

*Pastoral-psychological Care* occurs in dialogue and relationship. We work resource oriented and further talents and strengths of the other. We appreciate the fragmentary character of human life and its vulnerability. We respect our own boundaries and the boundaries of others. In sharing and appropriate risk taking, listening and empathizing, support and confrontation, in comfort and forgiveness, *Pastoral-psychological Care* invites new experiences, new ways to behave, to live and to think.

*Pastoral-psychological Supervision* appreciates the spiritual dimension of life. Empowered by the liberating perspective of the gospel it opens up new horizons. We are respectful of each person within his or her unique biographical context. We work resource oriented, we pay attention to systemic issues and encourage growth and self determined learning.

*Pastoral-psychological Care and Supervision* makes use of symbolic, ritualised and liturgical elements to express and to focus life experience. Encountering traditions of other cultures and times we feel enriched and blessed by transcending the limitations of our own experience. We honour denominational, religious and cultural attitudes as incentives for dialog and enrichment.

## P 2. Clinical Pastoral Education

### 2.1 Basic Characteristics

*Clinical Pastoral Education* is an experience-based model of learning. Pastoral care is practiced under supervision. It is being reflected giving regard to personal identity, theology and behavioral sciences. "Clinical" means, following the American usage, "related to the setting" or "case-oriented".

CPE uses different approaches based on theology, pastoral-psychology, human and behavioral sciences. To teach pastoral care and supervision, it takes advantage of a wide variety of methods and procedures with a special emphasis on personal and pastoral identity.

CPE trained pastors, chaplains, supervisors and *CPE Unit Supervisors*<sup>1</sup> are employed in different settings, e.g. congregations, hospital or prison ministry, adult education, academic re-

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<sup>1</sup> Whereas the ACPE distinguishes between *Associate Supervisors* and *ACPE Supervisors*, the German CPE practices three levels of supervisory certification:

- 1) *Supervisor (DGfP)*: *Supervisor/Supervisorin*, qualified to supervise individuals, teams and non-CPE groups,
- 2) *CPE Unit Supervisor*: *Kursleiter/Kursleiterin*, qualified to supervise CPE units
- 3) *Teaching Supervisor [DGfP]*: *Lehrsupervisor/Lehrsupervisorin*, qualified for supervisory education and *Attendant Supervision* of supervisors.

search and teaching, continued education, church leadership and in institutions of diaconal ministry.

The three tiered education qualifies persons to offer *Pastoral-psychological Care* (A and D), *Pastoral-psychological Supervision* (of individuals, groups and teams: B) and *Pastoral-psychological Supervision of CPE Units* (C).

## 2.2 Origins and Development of CPE

*Clinical Pastoral Education (CPE)* has its origin in the USA, where this educational model has been used since the 1920s (Anton Boisen) in education as well as in advanced training of theologians and lay people.

In the 1960s CPE came to Germany (East and West) directly from the USA and via the Netherlands.

In 1972 the *German Association for Pastoral Psychology (DGfP)* was established in the Federal Republic of Germany, one of its five divisions being CPE. At the same time the cooperation for pastoral care and counselling (AGSuB) was established in the German Democratic Republic.

Following the unification of the two German states the different experiences were incorporated into the new standards of the *Division of CPE* (DGfP).

Today, most regional churches of the Evangelical Church in Germany (EKD), many dioceses of the Roman Catholic Church as well as many smaller denominations recognize CPE as an established model of advanced training in pastoral care and supervision.

# **A. Training in Pastoral-psychological Care (CPE)**

(see also appendix AA)

## **A 1. Who may enroll?**

CPE addresses pastors, priests and lay people, who work full-time, part-time or as volunteers and provide pastoral care in congregations, in specialized settings of church, education, social work and welfare ministries or are preparing for such work.

## **A 2. Objectives and Outcomes**

- 2.1 develop and describe one`s identity as a pastoral care giver
- 2.2 be aware of one`s self in a given situation including the emotional, social, cultural and spiritual dimension
- 2.3 perceive others in their situation including the emotional, social, cultural and spiritual dimension
- 2.4 become aware of how people mutually affect each other in action and reaction
- 2.5 integrate self-perception and the perception by others in one`s practice of pastoral care
- 2.6 develop hermeneutical competence in order to support people developing their own sense of self
- 2.7 develop and share ethical competence: e.g. in dealing with people and property entrusted to one`s care, as well as in dealing with colleagues and institutional contexts
- 2.8 deal competently with power, aggression, prejudice, love and fear, to share one`s own experiences appropriately and to set clear and responsible boundaries
- 2.9 practice and use different methods of communication and corresponding attitudes: e.g. active listening, empathic reflection, adequate confrontation
- 2.10 grasp structural and organizational aspects of the various settings and develop adequate action
- 2.11 understand and communicate biblical and spiritual traditions and expressions of faith. To reflect one`s faith theologically and appropriately use it as a resource
- 2.12 be familiar with symbols and rituals, to offer them responsibly and administer them appropriately
- 2.13 utilize concepts of pastoral care, pastoral-psychology and behavioural human sciences for pastoral work
- 2.14 discover, develop and substantiate one`s own concept of pastoral care and to verify it in pastoral practice

### **A 3. Requirements for Admission**

- 3.1 field work in pastoral care at least for the duration of the program
- 3.2 admission by the unit supervisors, who consider chiefly the following:
  - motivation and desire to learn
  - sufficient ability to perceive one's self and others as well as to receive one's own perception by others
  - ability to interact
  - emotional stability and stamina

### **A 4. Program Standards**

- 4.1 Pastoral care in a defined setting
- 4.2 Regular reflection of ministry, detailed reporting and evaluation of clinical material (verbatim, case studies, sermons, etc.)
- 4.3 Group work (IPR) focussing on self awareness and the perception of and by others
- 4.4 Self study (evaluations, reports, diary, study of literature, reflection, etc.)
- 4.5 Regular supervision (individual and group supervision)
- 4.6 Didactics

### **A 5. Program Standards continued**

- 5.1. The *Training in Pastoral-psychological Care (CPE)* comprises at least two six-week CPE units.
- 5.2. Organisational frame of a unit of CPE:
  - admission procedure
  - binding learning contract
  - attendant supervision (for the program supervisors)
  - stable clinical setting for the duration of the unit
  - stable peer group for the duration of the unit (5-10 participants)
  - stable leadership of the group, in general by two authorized people, at least one of them being a CPE supervisor
  - final evaluation by the participants (usually written during the unit)
  - supervisory evaluation written by one of the program leaders (to be mailed no later than six weeks after receiving the participants final evaluation)
  - statement of participation by the unit supervisors

- 5.3. The units differ concerning time frame (compact or extended units) and clinical setting (the students' own and/or another). They are structured in such a way that a continuous process of learning is warranted.
- 5.4. One compact six-week unit is compulsory. Exceptions require rationale.
- 5.5. Extended units should have compact weeks at least at the beginning and at the end.

## A 6. Completion

- 6.1. After two six-week CPE units, and on recommendation, the successful completion of the *Training in Pastoral-psychological Care (CPE)* can be certified.
- 6.2. On request of the participant, the *Certification Commission*<sup>2</sup> acknowledges the successful completion of the *Training in Pastoral-psychological Care (CPE)* with a certificate.
- 6.3. The *Certification Commission* determines procedures and fees.
- 6.4. A six-week advanced unit may follow.

## A 7. Advanced Unit

### 7.1 Objectives

In addition to the objectives mentioned in A2 the following applies:

- consolidation of the *Training in Pastoral-psychological Care (CPE)*
- reflection of one's` learning process and development in *Pastoral-psychological Care*
- reflection of theology and methodology of pastoral care
- expanding one`s comprehension and options of intervention in individual and group work
- reflection of the institutional, societal, churchly and cultural contexts of pastoral work
- reflection of ethical issues in pastoral ministry
- option to clarify future steps in continued education, especially regarding the *Training in Pastoral-psychological Supervision (CPE)*

### 7.2 Admission Requirements

- Certified completion of the *Training in Pastoral-psychological Care (CPE)*

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<sup>2</sup> The German equivalent of the Certification Commission (ACPE) is the *Weiterbildungskommission*, literally translated: Commission of further education. The following uses the American term.

## **B. Training in Pastoral-psychological Supervision (CPE)**

(see also appendix AB)

### **B 1. Who may enroll?**

The *Training in Pastoral-psychological Supervision (CPE)* addresses pastors and other church staff who work full time or part time as pastoral care givers in congregations or in special churchly, educational, social or church welfare settings.

### **B 2. Objectives and Outcomes**

The training qualifies for supervision of individuals, groups and teams in church and other settings. The following competencies are developed:

- 2.1 pastoral-theological and pastoral-psychological competencies
  - reflect on personal and pastoral identity
  - develop stable supervisory relationships
  - make use of supervision for own ministry
  - reflect on the societal, cultural and theological context of supervisory task.
- 2.2 field competence
  - identify roles, the nature of professional relationships, institutional and systemic issues in a given field of ministry
  - be aware of one's own role in relationship to the supervised ministry and to use this awareness creatively in supervision
  - identify different religious and spiritual traditions and their significance for professional functioning
- 2.3 diagnostic competence
  - identify and determine individual psychological and systemic issues
  - discern a persons' learning style
  - recognize projection and transference, understand it and utilize it for learning
- 2.4 group analytical competence
  - recognize phenomena of group dynamics in teams and other groups and utilize them for learning
  - recognize parallel process in supervision and use it appropriately
- 2.5 competence in theory
  - Knowledge of relevant concepts and topics of supervisory theory
  - ability to describe one's own concept of pastoral theological supervision (CPE)
- 2.6 competence in supervisory skills

- knowledge of procedures, interventions and methods of supervision and ability to use them competently
- appropriate use of self as a teaching resource in supervision
- recognize and encourage personal, biographical and spiritual resources of the supervisees

### **B 3. Requirements for Admission**

- 3.1 university degree in theology; or university degree in another field, supplemented by a theological education and a spiritual development, that is assessed as equivalent to a theological degree by the *Certification Commission*.
- 3.2 three years of professional experience in a field of pastoral ministry
- 3.3 certificate of successful completion of the *Training pastoral-psychological Care (CPE)*
- 3.4 statement of participation in the six weeks advanced unit
- 3.5 proof of 30 hours (at 50 minutes) of individual supervision during the last two years. This supervision should be taken by a supervisor of the DGfP.
- 3.6 well substantiated written recommendations by two CPE supervisors (DGfP), one of them having experienced the candidate as participant in the advanced unit
- 3.7 exploration of the motivation for and the intended future application of the *Training in Pastoral-psychological Supervision (CPE)*.
- 3.8 colloquium with the *Certification Commission*
- 3.9 After successfully appearing before the *Certification Commission* the person is eligible to apply for associate membership<sup>3</sup> in the DGfP.

### **B 4. Program Standards**

- 4.1 The model of learning depends on the presented clinical material and is not limited to a specific theory, theology or methodology. The training focuses in particular on concepts and interventions of depth psychology, individual psychology, group dynamics and systemic theory.
- 4.2 Program elements
  - case studies of one's supervisory work (*learning-supervision*<sup>4</sup>)

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<sup>3</sup> The DGfP has two Membership categories: membership (the German judicially correct term is *ordentliche Mitgliedschaft*) and associate membership (*außerordentliche Mitgliedschaft*)

<sup>4</sup> German standards differentiate between learning-supervision: *Lernsupervision* - setting in which a person enrolled in supervisory education practices supervision) and

- group work (IPR) in a stable peer group of persons engaged in supervisory education
- theory and practice of supervision and *Pastoral-psychological Supervision*
- training sessions in supervision (individual-, group- and team supervision)
- supervision of one's own supervisory work (*teaching-supervision*<sup>4</sup>)

## **B 5. Program Standards continued**

5.1 The *Training in Pastoral-psychological Supervision* takes about three years. It comprises

- four three week courses, each week consisting of at least four days
- four theory seminars of at least two days each
- 90 sessions of learning supervision (at 45 minutes each): practicing supervision in individual, group, and team settings
- 70 sessions of teaching supervision (at 45 minutes each): supervision of one's supervisory work by a *Teaching Supervisor*
- two written case studies, analyzing processes of one's supervisory work (in individual, group or team settings)
- written reports about the process of the teaching supervision by supervisee and *Teaching Supervisor (DGfP)*
- final thesis (in writing)
- final colloquium (with the *Certification Commission*)

5.2 The following applies for each course:

- binding learning contract
- stable peer group for the duration of the unit (5-10 participants)
- stable leadership of the group by two *Teaching Supervisors (DGfP)*
- final evaluation by the participants (to be mailed no later than six weeks after the end of each unit)
- supervisory evaluation by the *Teaching Supervisor(s)* (to be mailed no later than six weeks after receiving the participants final evaluation)
- statement of participation by the unit supervisors
- verification of payment of DGfP fees

## **B 6. Completion**

6.1 Having concluded the *Training in Pastoral-psychological Supervision (CPE)* the candidate is eligible to apply for certification as *Supervisor (DGfP)*. Application is made at the hands of the *Certification Commission* (see pertinent guidelines).

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teaching-supervision: *Lehrsupervision* - setting where a supervisory student discusses his/her supervisory work with a *Teaching Supervisor*).

- 6.2 In order to complete the certification process, the supervisory candidate meets with the *Certification Commission* and applies for membership in the *German Association for Pastoral Psychology (DGfP)*.
- 6.3 The *Certification Commission* decides on the certification as *Supervisor (DGfP)*.
- 6.4 The *Certification Commission* determines procedures and fees.
- 6.5 The *German Association for Pastoral Psychology (DGfP)* issues a certificate.

## C. Training in Pastoral-psychological Supervision of CPE Units (CPE)

(see also appendix AC)

### C 1. Who may in enroll?

*Training in Pastoral-psychological Supervision of CPE Units* addresses supervisors of the *Division of CPE (DGfP)* as well as persons enrolled in the *Training in Pastoral-psychological Supervision (CPE)* that have completed units I-III of their training.

### C 2. Objectives and Outcomes

The *Training in Pastoral-psychological Supervision of CPE Units* qualifies for independently conducting CPE units. It includes the development of the following competencies:

- 2.1 assist CPE *students*<sup>5</sup> to enhance their competence in pastoral care
- 2.2 create a learning environment which fosters growth of pastoral identity and pastoral competence by offering trust, respect, appreciation and a willingness to enter conflict
- 2.3 plan, organize and conduct CPE units
- 2.4 use experience based models of education
- 2.5 integrate different theological and pastoral-psychological approaches, ethical issues and issues of pastoral identity
- 2.6 foster and practice various contextual, religious, theological and cultural perspectives of pastoral ministry
- 2.7 evaluate CPE units regarding methodology and personal dynamics in a way that insures and enhances the quality of the training offered.

### C 3. Requirements for Admission

- 3.1 Documentation of the completion of the seminars I-III of the *Training in pastoral-Psychological Supervision (CPE)*
- 3.2 Well substantiated written recommendations by two *Teaching Supervisors (DGfP)*, who have experienced the person as participant in the *Training in Pastoral-psychological Supervision (CPE)*.

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<sup>5</sup> Literally translated: *participants of CPE units*. The German standards do not use the term *students*, as this term in the German language has denotations that are not intended here. In the following we use the term *students* wherever the grouping *participants of CPE units* appears.

## **C 4. Program Standards**

- 4.1 conduct CPE program elements in practice sessions within the peer group
- 4.2 The model of learning depends on the presented clinical material and is not limited to a specific theory, theology or methodology.
- 4.3 The curriculum comprises
  - theory and methodology of longer term group processes
  - develop competence in group leadership by reflecting one's leadership practice and by pertinent theoretical work
  - cooperation in conducting CPE units

## **C 5. Program Standards continued**

- 5.1 Supervision of CPE units
  - 5.1.1 Cooperative leadership of two six week CPE units, together with a certified *CPE Unit Supervisor*. One of the units needs to be of the compact format.
  - 5.1.2 shared responsibility for organising, administrating and conducting the units
  - 5.1.3 six sessions of attendant supervision for the unit supervisors, while cooperating in the leadership of the six week CPE units
  - 5.1.4 The unit supervisor in training writes one report each about his or her experience of conducting the two CPE units. He/She receives written feedback from his/her co-leading *CPE Unit Supervisors*.
- 5.2 Practical exercises
  - 5.2.1 participation in a two week course focusing on "Theory and Practice of conducting CPE units"
  - 5.2.2 Participants write an evaluation of their learning experience in this two week course. The course leaders provide a supervisory evaluation of the learning of the participant.
- 5.3 Further Training

At least two additional trainings of at least two days each in the field of group dynamics and therapy. They need to be taken while being engaged in the *Training in Pastoral-psychological Supervision of CPE Units (CPE)*

## **C 6. Completion**

- 6.1 Having concluded both the *Training in Pastoral-psychological Supervision (CPE)* as well as the *Training in Pastoral -psychological Supervision of CPE Units* the candidate is eligible to apply for certification as *CPE Unit Supervisor*. Application is made at the hands of the *Certification Commission* (see pertinent guidelines).
- 6.2 to complete the certification process, the applicant may choose between
  - 6.2.1 a personal meeting with the *Certification Commission*
  - 6.2.2 a paper review by the *Certification Commission* of the documents submitted
- 6.3 The *Certification Commission* decides on the certification as *CPE Unit Supervisor*.
- 6.4 The *Certification Commission* determines procedures and fees.
- 6.5 The *German Association for Pastoral Psychology (DGfP)* issues a certificate.

## **D. Training in Pastoral-Psychological Care for Laity (CPE)**

(see also appendix AD)

### **D 1. Who may enroll?**

*Training in Pastoral-psychological Care for Laity (CPE)* addresses persons, who

- are involved or are preparing to get involved as pastoral care volunteers in congregational, health care, nursing home, hospice or other settings of pastoral care
- are employed full-time or part-time in church, education, social-work and church welfare, render person related services in those fields, and want to improve their communication skills for such kind of work.

### **D 2. Objectives and Outcomes**

- 2.1 in theory and practice develop a Christian understanding of what it means to be human; develop a theologically founded understanding of pastoral care as well as an understanding of supportive dialogue based on the insights of human sciences
- 2.2 understand and develop the task and role of pastoral care volunteer in a given setting
- 2.3 know, name and respect the possibilities and limits of one's competence and responsibility in pastoral care
- 2.4 practice self-perception as well as knowing and expanding one's personal patterns of communicating and relating
- 2.5 integrate perception of and by others as well as learn basic methods of person-centered communication, e.g. active listening, empathizing, mirroring, offering feedback, being able to discern problems as well as appreciate personal resources
- 2.6 orient one's self in the system of care as well as practice referral to other authorities in the system of care
- 2.7 develop and reflect upon one's Christian faith as well as practice to introduce it into one's dialogue with others. Learn to offer and conduct Christian rituals like prayer and blessing in situations of pastoral care.

### **D 3. Requirements for Admission**

- 3.1 during the course: involvement in a pastoral care volunteer ministry setting etc.; or practice in a churchly, pedagogical, social or church welfare setting
- 3.2 admission by the course leadership, who consider chiefly the following
  - motivation and desire to learn

- sufficient ability to perceive one's self and others as well as to receive one's own perception by others
- ability to interact
- emotional and physical stability
- option to engage one's self in pastoral care now and in the future, and institutional support of such involvement
- compatibility with one's personal and professional life

#### **D 4. Program Standards**

- 4.1 pastoral care in a defined setting
- 4.2 regular reflection upon one's ministry and evaluation of clinical material (verbatim, case studies, etc.)
- 4.3 Group work (IPR) focussing on self awareness and the perception of and by others
- 4.4 Self study (evaluations, reports, diary, study of literature, reflection, etc.)
- 4.5 Regular supervision (individual and group supervision)
- 4.6 Didactics

#### **D 5. Program Standards continued**

- 5.1 The *Training in Pastoral-psychological Care for Laity (CPE)* comprises
  - a one week seminar *Training in Pastoral-psychological Care for Laity (CPE)* or an equivalent
  - one six week unit
- 5.2 program elements
  - admission procedure
  - binding learning contract
  - stable clinical setting for the duration of the unit
  - stable peer group for the duration of the unit (5-10 participants)
  - stable leadership of the group, in general by two authorized people, one of them being a member of the *Division of CPE*
  - attendant supervision
  - final evaluation by the participant and written feedback by the course leadership
  - statement of participation issued by the course leadership
- 5.3 time frames of the courses differ depending on the participants' needs. A continuous process of learning needs to be warranted.

## **D 6. Completion**

- 6.1 On request of the participant the *Certification Commission* attests to the successful completion of the *Training in Pastoral-psychological Care for Laity (CPE)*.
- 6.2 The *Certification Commission* determines procedures and fees.

## **E. Attendant Supervision**

1. It is recommended to use *Attendant Supervision* for supervisory work. *Attendant Supervision* is essential while conducting a CPE unit. For a six week unit three sessions of *Attendant Supervision* are recommended.
2. *Attendant Supervision* should be taken with persons qualified to supervise *CPE Unit Supervisors*. *Teaching Supervisors* from other divisions of the *German Association for Pastoral Psychology* may be used, as well as *Teaching Supervisors* from outside the DGfP.

## **F. Teaching-Supervision**

### **F 1. Tasks**

- 1.1. conduct courses and theory seminars in *Training in Pastoral-psychological Supervision (CPE)* and in *Training in Pastoral-psychological Supervision of CPE Units (CPE)*
- 1.2. teaching and attendant supervision for participants in the *Training in Pastoral-psychological Supervision (CPE)*
- 1.3. *Attendant Supervision* for participants in *Training in Pastoral-psychological Supervision of CPE Units (CPE)*
- 1.4. *Attendant Supervision* for teams that cooperate in conducting six week CPE units

### **F 2. Requirements**

Eligible to become a *Teaching Supervisor (DGfP)* are certified *CPE Unit Supervisors* who

- can document two years of practice as *CPE Unit Supervisor* and
- have conducted at least two units of CPE following certification as *CPE Unit Supervisor*.

### **F 3. Extent and Content**

- 3.1 documentation of 24 attendant supervisory sessions (individual, group or team supervision) having taken place after certification as *CPE Unit Supervisor*

- 3.2 formal verification (dates, certificates) of continuing education meaningful to the field of supervision and of further psychological training or training in group dynamics. In both areas at least five days of further education have to be documented, to be taken after certification as *CPE Unit Supervisor*.
- 3.3 paper on one's theory of *Pastoral-psychological Supervision*

#### **F 4. Certification**

- 4.1 upon the applicants request the *Certification Commission* grants certification as *Teaching Supervisor (DGfP)*, if applicable
- 4.2 The *Certification Commission* determines procedures and fees.
- 4.3 The *German Association for Pastoral Psychology (DGfP)* issues a certificate.

### **G. Equivalencies**

- 1.1. Education in pastoral care, supervision and supervision of CPE units that has been taken abroad and that complies with the standards of CPE can be determined equivalent via
  - consultation with the *Certification Commission*.
  - *Visitation* by two members of the commission. They write a report.
- 1.2. The *Certification Commission* decides on equivalency.
- 1.3. CPE supervisors and *CPE Unit Supervisors* certified abroad are eligible to co-lead CPE units in Germany.

## H. Certification Commission

1. The *Division of CPE* elects the members of the *Certification Commission*. Electable are persons who have been members of the division for a minimum of two years. The term is limited to four years. Persons can be reelected.
2. Members of the *Certification Commission* may participate in all certification proceedings, where the applied for status does not exceed their own.
3. the *Certification Commission* is responsible for the following tasks
  - coordination of courses offered in the *Training in Pastoral-psychological supervision (CPE)* and the *Training in Pastoral-psychological Supervision of CPE Units (CPE)*
  - admission to the *Training in Pastoral-psychological Supervision (CPE)*
  - admission to the *Training in Pastoral-psychological Supervision of CPE Units (CPE)*
  - certification at all levels of (CPE)
  - recommendation at the hands of the *German Association for Pastoral Psychology (DGfP)* to issue a certificate upon certification.
  - consultation in matters of training in CPE
  - organisation of *Visitations*
  - counselling the *Division of CPE* with regard to questions of training and further education
4. The *Certification Commission* proposes fees for certification appearances and consultations. The division decides.

## I. Visitation

1. The *Certification Commission* conducts regular *Visitations* of *Supervisors (DGfP)*, *CPE Unit Supervisors* and *Teaching Supervisors (DGfP)*. These *Visitations* intend to warrant supervisory work of high quality and to facilitate critical peer support.
2. *Visitations* are organized by the *Visitation Commission*, which is elected by the *Division of CPE*. The *Visitation Commission* consists of two members of the *Certification Commission* and two members of the *Division of CPE*, who do not belong to the *Certification Commission*.
3. Usually *Visitations* take place every seven years.

4. In case of a pending *Visitation*, the commission asks two members of the *Division of CPE* to take responsibility for the *Visitation*. In due time the supervisor, who is the subject of the *Visitation* provides a written report (see pertinent guidelines).
5. The *Visitation* can be conducted in two ways:
  - The visiting supervisors participate in a day of supervisory work, to which they were invited by the supervisor to be visited. The day is concluded by a collegial dialog.
  - The supervisor to be visited leads a collegial dialog with the visiting supervisors.
6. The visiting supervisors write a report about the *Visitation* at the hands of the *Certification Commission*. It includes a recommendation.
7. Based on this report the *Certification Commission* decides by majority vote of the members present whether a recommendation for continuation of the status as *Supervisor (DGfP)*, *CPE Unit Supervisor* or *Teaching Supervisor (DGfP)* is warranted. The *Certification Commission* may place conditions for continuation of status in all or parts of the supervisory activity.
8. If a majority of the *Certification Commission* present has doubts about recommending continuation of a status, the supervisor concerned will be invited to meet with the *Certification Commission*. On the basis of this meeting the *Certification Commission* then will take a new vote.
9. If doubts persist, the *Certification Commission* requests at the hands of the *Professional Ethics Commission* (see J.) to withdraw the status as *Supervisor (DGfP)*, *CPE Unit Supervisor* or *Teaching Supervisor (DGfP)* within the *Division of CPE*. The *Professional Ethics Commission* decides on this request.

## **J. Professional Ethics Commission**

1. The *Professional Ethics Commission* deals with complaints regarding the quality of supervision provided as well as matters of ethical conduct in the context of course activity and in the context general supervisory work of members of the *Division of CPE*.
  - 1.1 The *Professional Ethics Commission* consists of five persons. The term is four years.
    - The *Division of CPE* elects three of its members and one of its associate members. One of the elected needs to be a *Supervisor (DGfP)*, another one a *CPE Unit Supervisor*.
    - A fifth person is a member of the board of the division and is seated by the board.

- 1.2 Members of the *Certification Commission* can not concurrently be members of the *Professional Ethics Commission*.
- 1.3 Via the minutes of the following division meeting the decisions of the *Professional Ethics Commission* are announced to the division.
2. The *Professional Ethics Commission* can accept complaints from members of the *Division of CPE* and process them according to the following options:
  - decide solely on the basis of the available documentation and information
  - conduct a hearing with the parties involved
  - in matters of certification redirect disputed decisions at the hands of the *Certification Commission* with a recommendation for further deliberation
  - advise the *Certification Commission* to initiate a *Visitation*
3. The *Professional Ethics Commission* decides on disputed cases of *Visitation*.
  - 3.1 On the *Certification Commission*'s request the *Professional Ethics Commission* reviews the status of *Supervisor (DGfP)* or *Teaching Supervisor (DGfP)*.
  - 3.2 The person concerned has to be heard.
  - 3.3 The decision will be communicated to the person concerned in writing.
4. The *Professional Ethics Commission* decides on complaints regarding matters of ethical conduct.
  - 4.1 The persons concerned have to be heard.
  - 4.2 If applicable the *Professional Ethics Commission* can recommend at the hands of the division to withdraw a status.
  - 4.3 The *Division of CPE* decides at its next meeting.
  - 4.4 The decision will be communicated to the person concerned in writing.
5. Decisions of the *Professional Ethics Commission* have final authority within the *Division of CPE*. If tasks and reputation of the DGfP are concerned, the *Professional Ethics Commission* passes its decision on to the *Professional Ethics Commission* of the DGfP.

# Appendix

## AA. Training in Pastoral-psychological Care (CPE)

### AA 1. Admission Procedure of the *Training in Pastoral-psychological Care (CPE)*

- 1.1 written application material (curriculum vitae, description of motivation for *Training in Pastoral-psychological Care*, clinical material and, if applicable, other items decided upon by the unit supervisor)
- 1.2 admission interview, and in general, participation in a group meeting
- 1.3 In the process of granting admission, two *CPE Unit Supervisors* should be involved, one of them being supervisor of the unit applied for. Decision of acceptance is made by the unit supervisors.

### AA 2. Program Standards

- 2.1 one week of a six-week unit comprises
  - 24 group sessions at 45 minutes each
  - 14 times 45 minutes of pastoral ministry
  - 10 times 45 minutes of self study
  - 1 individual supervision at 50 minutes
- 2.2 a six-week unit comprises
  - 144 group sessions at 45 minutes each
  - 84 times 45 minutes of pastoral ministry
  - 60 times 45 minutes of self study
  - 6 sessions of individual supervision at 50 minutes each

### AA 3. Certification Procedure of the *Training in Pastoral-psychological care (CPE)*

- 3.1 in order to receive the certificate, the following must be provided:
  - statements of participation in two CPE units,

- two recommendations of *CPE Unit Supervisors*, at least one of them having shared in the leadership of a CPE unit in which the candidate participated
- payment of fees.

3.2 Further information about procedures, addresses, fees etc. can be found in the *Certification Guidelines of the Training in Pastoral-psychological Care (CPE)*

## **AB. Training in Pastoral-psychological Supervision (CPE)**

### **AB 1. Admission Procedure of the *Training in Pastoral-psychological Supervision (CPE)***

- 1.1 The application has to include the necessary documentation.
- 1.2 Further information regarding admission procedures, necessary documents, addresses, fees etc. may be found in the *Admission Guidelines of the Training in Pastoral-psychological Supervision (CPE)*.

### **AB 2. Program Standards**

- 2.1 The training in *Pastoral-psychological Supervision (CPE)* comprises 496 sessions of 45 minutes each.
  - 432 sessions in four courses of three weeks each
  - 64 sessions in four theory seminars

Content:

- 96 sessions of interpersonal group experience in a stable learning group
- 160 sessions of theory and methodology (includes the theory seminars)
- 240 sessions training in supervision

- 2.2 Format of seminars

The four theory seminars are modules in a curriculum and can be offered in an extended format. Each of the four seminars should consist of at least four consecutive days. The first two seminars take place in the same peer group and with the same leadership.

- 2.3 Sequence and emphasis of the seminars

- seminar I (weeks 1-3 with 108 sessions): Beginnings in supervision
- seminar II (weeks 4-6 with 108 sessions): Individual supervision
- seminar III ( weeks 7-9 with 108 sessions): Group supervision
- seminar IV ( weeks 10-12 with 108 sessions): Team supervision, supervision in organizations and institutions, matters of termination of supervision

- 2.4 Theory Seminars

- 2.4.1 Theory Seminars are separate from the four courses. Participants choose topics according to their learning needs in theory.

- 2.4.2 Two of the four obligatory theory seminars have to be taken with members of the DGfP.

- 2.4.3 topics may include

- theological topics (e.g. pastoral supervision, “myth of supervision”, ethics of supervision, spiritual intervention, theological interpretation of group dynamics and supervisory processes, theory of symbols)
- pastoral and supervisory concept of self
- gender dynamics in supervision
- psychological and therapeutic models and methods (e.g. Gestalt, systemic pastoral care, psychodrama pastoral care, body oriented procedures)
- group dynamics and supervision
- personality development and personality disorders
- social and ethical dimensions in supervision
- relevance of institutional and organizational contexts in supervision

**AB 3. Certification Procedure of the *Training in Pastoral-psychological Supervision (CPE)***

- 3.1 The applicant for certification submits the pertinent participant certificates.
- 3.2 Further information about procedures, addresses, fees etc. can be found in the *Certification Guidelines of the Training in Pastoral-psychological supervision (CPE)*.

## **AC. Training in Pastoral-psychological Supervision of CPE Units (CPE)**

### **AC 1. Admission Procedure of the *Training in Pastoral-psychological Supervision of CPE Units (CPE)***

- 1.1 The application for admission needs to be accompanied by two recommendations of *Teaching Supervisors (DGfP), Division of CPE*, who worked with the applicant in the context of the *Training in Pastoral-psychological Supervision (CPE)*.
- 1.2 The *Certification Commission* reviews the documents and grants admission, if applicable.
- 1.3 Further information about procedures can be found in the *Admission Guidelines of the Training in Pastoral-psychological Supervision of CPE Units*.

### **AC 2. Program Standards**

- 2.1 Experience in conduction CPE units should be gathered before formally entering the *Training in Pastoral-psychological Supervision of CPE Units*.
- 2.2 An exception to the rule that one compact six week unit is compulsory requires rationale (see 5.1.1).
- 2.3 Both of the obligatory two day further education trainings (see 5.3) have to consist of at least 16 sessions at 45 minutes each.

### **AC 3. Certification Procedure of the *Training in Pastoral-psychological Supervision of CPE Units (CPE)***

- 3.1 The applicant submits the pertinent documentation of his/her training.
- 3.2 Further information about procedures, addresses, fees etc. can be found in the *Certification Guidelines of the Training in Pastoral-psychological Supervision of CPE Units (CPE)*

## **AD. Training in Pastoral-psychological care for Laity (CPE)**

### **AD 1. Program Standards**

1. If an applicant has not participated in the one week *Introduction to the Training in Pastoral-psychological Care for Laity (CPE)* the program leadership decides about granting equivalency.

one week of training comprises

- 24 group sessions at 45 minutes each
- 14 times 45 minutes of pastoral ministry
- 10 times 45 minutes of self study
- 1 individual supervision at 50 minutes

a six week training consequently comprises

- 144 group sessions at 45 minutes each
- 84 times 45 minutes of pastoral ministry
- 60 times 45 minutes of self study
- 6 sessions of individual supervision at 50 minutes each