



Clinical Pastoral Education (CPE) Program

Unit Length: 12 weeks (full-time), 24 weeks (part-time)

Clock Hours: 400 (100 clock hours didactic/lecture and 300 clock hours clinical/applied learning)

Unit Requirements:

- **1 Orientation Paper:** The orientation paper is a short (5 pages) theologically based paper that discusses your position on one of the following:
 - i. a theology of person: bio-psycho-social-spiritual
 - ii. how do you picture and talk about illness;
 - iii. how you picture human suffering especially among the innocent;
 - iv. how do you picture pain and destruction; or
 - v. a subject of your own choosing in discussion with your supervisor-educator.
- **100 hours of Didactic Learning:** Students/professionals are required to participate in 100 hours of didactic learning that will be offered live, either in-person or via interactive distance learning (IDL). The supervisor-educator will strive to match teaching methods with the learning styles of the participants. Readings, projects, homework, etc. may be assigned. Attendance at the live sessions is mandatory. The live group sessions will meet at least once each week.
- **10 Reflection Reports:** The 10 reflection reports detail what the student/professional experienced, learned, and thought about regarding ministry during the 2nd through the 11th week of CPE training. Reflections are generally one (but no more than two) pages in length and are submitted to the CPE Supervisor-Educator each designated week. Topics may include but are not limited to: significant events that occurred with patients, peers or the CPE supervisor-educator; steps taken to meet learning contract and CPE objectives; and significant learning events in the student's/professional's personal and professional life.
- **6 Case Studies:** Case studies are interactions between the student/professional and the client, patient or counselee. They are meant to help students/professionals understand their strengths and weaknesses during visits with clients/patients. Six case studies are due during each unit. All case studies are submitted to the CPE supervisor-educator for review and academic feedback. Students/professionals will present case studies to their CPE supervisor-educator and/or the cohort/class based on the case study schedule. Classmates review and evaluate the case studies and provide peer-to-peer feedback. Students must email case studies to their cohort 3 days in advance for review and evaluation. Onsite students will provide in person peer to peer feedback. Case studies must be written in the specific format provided by the CPE supervisor-educator.



- Customized Coaching/Supervision: Each student/professional is responsible for scheduling a weekly coaching/supervision/consultation meeting with his/her CPE supervisor-educator. The weekly coaching/supervision/consultation meetings are a way to discuss any concerns, reflections, or learning contract progress, etc., one-on-one, with the supervisor-educator. All supervisory meetings are held in the strictest confidence. Onsite students/professionals can meet in person, or by telephone or other current technology such as Zoom.
- Mid-point and end of Unit/Final Evaluations: Each student/professional must complete two evaluations during his/her unit. The first is due at week 6 (mid-point) and the second is due at week 12 (final-unit). The peer review portion of the evaluation shall be shared with the members of the unit. The evaluation must be prepared, presented, and submitted in the specific format provided by the CPE supervisor-educator.
- Theory Paper in the advanced specialty concentration: Each student/professional must complete a major paper with at least 25 peer-reviewed reference sources. The study should cover any major theories and/or practices in the specialty and should attempt to develop and advance the available research and knowledge-base in that area of focus. The theory paper should be an original work and of such quality that it could be published, but the paper should not have already been submitted for peer review or published at any time.
- 300 hours of Clinical/Applied Learning: Each student/professional is responsible for completing a minimum of 300 hours of clinical service during the unit. Clinical hours may be completed at your current place of ministry (if you are currently employed as a Chaplain or Pastor of a church), or any number of institutions including but not limited to: hospitals, hospices, corporate settings, prison systems, nursing facilities, nursing homes, assisted living facilities, and community services. Service hours may be paid or volunteer. Each student/professional is responsible for keeping track of these hours on the “Clinical Hours” form provided by the CPE supervisor-educator and having this form signed by the professional supervisor at the clinical site. The form must be sent to the CPE supervisor-educator for verification.
- Completion of Comprehensive Examination: Each student/professional must successfully complete and pass the CPE Advanced Specialty Comprehensive Exam (CASCE) with a 75% average of correct answers.