

CPJA 5-yearly Reaccreditation Statement 28/9/13

1. Introduction

All Individual Members of CPJA, whether registering directly through the CPJA or through an Organisational Member, are subject to reaccreditation on a 5-yearly basis. The primary purpose of reaccreditation is to support and encourage psychotherapists in maintaining their interest, commitment and morale in undertaking psychoanalytic practice. This will enable them to better provide for the need of patients for effective, safe and ethical psychotherapy.

The following policy provides a framework for this, and is designed to meet UKCP's reaccreditation requirements. In association with the annual renewal process, it encourages psychoanalytic psychotherapists to review their practice and professional development.

CPJA's Reaccreditation Statement defines the principal requirements for reaccreditation for those Individual Members who register directly through CPJA and it should be read in conjunction with the College's CPD and Supervision Policies and the Code of Ethics and Practice.

Organisational Members can use this statement as a set of suggestions to guide and support them in developing their own 5-yearly Reaccreditation Policies for their individual members, but OMs need to decide their own procedures for reaccreditation (whilst ensuring they fall within the policies and guidelines of CPJA and UKCP). The ways in which they are carrying out and monitoring reaccreditation will be discussed as part of the Quinquennial Review.

2. Responsibilities of All Individual Members

With regard to reaccreditation, Individual Members of an OM will follow the reaccreditation process of their OM.

Individual Members who register directly through the CPJA will follow the College procedures, unless they negotiate with an OM to be reaccredited through that OM, and in accordance with the OM's own procedures.

All Individual Members will be required to provide informed documentation that demonstrates their practice as a psychotherapist. This account will generally include the following:

- a) A reflective description of their psychoanalytic practice undertaken over the previous 5 years and how this has evolved. This should include the nature and context of their clinical work in all its aspects.

- b) Awareness of, and working within, UKCP's Diversity and Equality Policy in its understanding of the complexity and range of the challenging issues of diversity and equality of access.
- c) A description of the nature of supervision received over the previous 5 years and an assessment of the impact this has had on the therapist and their work.
- d) A description of how the therapist's practice has developed and been maintained through their Continuing Professional Development.
- e) An evaluation of their future CPD needs and an indication of how these will be met.
- f) A statement confirming their adherence to the relevant Codes of Ethics and Practice of their OMs and/or UKCP and the CPJA Statement of Psychoanalytic/psychodynamic Ethics.
- g) Evidence of adequate insurance cover; this could be a letter from the employer if no private work is undertaken.
- h) Details of professional will arrangements in place.
- i) A declaration of any complaints made in the period since last accreditation and details of their outcome or current status.

In the case of all Individual Members, and where a candidate is not well known to CPJA, further information and/or references may be sought.

3. Responsibilities of CPJA

CPJA is responsible for the reaccreditation of Individual Members registering directly.

This can be accomplished by establishing a sub-committee of the Training Standards and Membership Committee (TSMC): the Reaccreditation for Direct Registration Sub-committee (RDRS). This body will lead on the reaccreditation of IMs registering directly through CPJA. It would comprise appropriately experienced Individual Members who are registered directly through the CPJA, at least one of whom should be a member of TSMC.

The reaccreditation process should take place at a maximum interval of 5 years. Under the auspices of the RDRS, the work of Individual Members who are registered directly is reviewed by colleagues with appropriate experience. This would involve a review of the documentation provided and a conversation with this practitioner about their work.

The purposes of this review would include:

1. To explore with the practitioner the ways in which they maintain and can develop their psychoanalytic perspective.
2. To demonstrate how the practitioner's approach meets the high standards set by the UKCP and CPJA

CPJA recommends the following process for the RDRS, which is designed to ensure that 5-yearly reaccreditation is appropriate and safe.

1. Individual Members write an account of their practice, covering the points outlined above.
2. They will then have a conversation with an appropriate peer Interlocutor to elaborate on the issues described in this account.
3. The purpose of this conversation is:
 - i) To explore more fully with the practitioner the ways in which they maintain an ethical and effective psychotherapeutic practice.
 - ii) To give the Interlocutor an opportunity to raise any questions concerning the practitioner's account of their work and to ask for clarifications, expansions or explanations concerning any area of their practice.
 - iii) To provide the psychotherapist with an opportunity to think about the nature and direction of their future development
4. This conversation should conclude with a decision from both the Interlocutor and the IM as to whether or not they recommend the Individual Member for reaccreditation. Reasons for this conclusion should be made explicit.
5. Any specific recommendations arising out of this review (e.g. for particular areas of further training and development) should be made clearly and explicitly, in either the subsequent written record, (see note 6 below) or a separate addendum to that record if necessary.
6. The Individual Member will then make a written record of this conversation, adequately covering its scope and its conclusions, which, once it has been agreed and/or amended by the peer interlocutor, is signed by both parties. Should the two not be able to agree, then both should write alternative records with each signing their own.
7. The signed records, with the IM's original account, are then sent to the RDRS, which will then consider these records.
8. Where there is a discrepancy between the IM's and the peer interlocutor's conclusions or accounts, the RDRS will become involved in an attempt to mediate and to ascertain whether the practice of the IM presents any serious concern regarding their reaccreditation.

9. Where there is no resolution of problems and differences of opinion arising from the reaccreditation process, RDRS may contact the CPJA Ethics Committee. The Ethics Committee would then consider the ethical query posed by RDRS and, in the event of serious concerns about the IM, could refer to the Centralised Complaints Procedure of UKCP for further consideration.
10. Equally, the IM would have the opportunity of asking the CPJA Ethics Committee to consider the fairness of the reaccreditation process and where appropriate appeal against the decision of the RDRS. Appeals are usually allowed on the grounds that the procedures have not been properly followed.
11. To ensure that the overall process of reaccreditation is fair and effective, the RDRS will randomly select 10% of all the returned accounts. For each of these a member of the committee will have a conversation with the IM concerning their submitted account and record. The conversation will include a confirmation of the IM's reaccreditation. The RDRS representative will then provide a written record of this conversation including the conclusion agreed and signed by both the RDRS representative and the IM.
12. CPJA will then advise UKCP of those IMs who register directly and have successfully completed the reaccreditation process.
13. When there is a good reason why IMs have not met the reaccreditation timetable - for example due to illness - they can be assigned to the category of "deferred applicants," and may remain on the UKCP Register for a maximum of twelve months while their reaccreditation is being confirmed.

4. Responsibilities of OMs

The CPJA is required by the UKCP to ensure that all OMs have a Reaccreditation process in place.

CPJA is also responsible for supporting OMs in developing and reviewing their own 5-Yearly reaccreditation processes. TSMC will be available to consult with OMs regarding process issues arising out of reaccreditation, which might include sharing experience from other OMs. The above guidelines can also be considered by OMs when they are developing their own reaccreditation procedures. CPJA will further support OMs in reviewing their reaccreditation practice as part of the Quinquennial Review process.

OMs need to decide on, develop and manage their own reaccreditation process on behalf of their individual members, in association with the CPJA Reaccreditation Statement and the UKCP Reaccreditation Policy. These latter provide a framework that is designed to be supportive rather than prescriptive. The OM's Reaccreditation process will be included in the OMs submissions to the TSMC Quinquennial Review

Process. The CPJA's view is that the reaccreditation process is best seen as designed to enhance the practitioners' on-going development.

In the event of disputing the recommendation regarding reaccreditation and where the procedure has not been followed, the IM has the right of appeal to the OM's Ethics Committee. Where necessary, the OM could consult with the CPJA Ethics Committee.

OMs will advise UKCP of those practitioners who have successfully completed the reaccreditation process.

5. Registration and Reaccreditation

It is not the purpose, nor is it in the power of the reaccreditation process to remove an IM from the UKCP register. However, in cases where reaccreditation cannot be supported this may imply that there is a failure to uphold ethical standards, including questions over their current wellbeing and fitness to practice, or issues of professional misconduct.

In the case of IMs reaccrediting through their OMs, any such serious concern about the IM should be brought to the attention of the relevant Ethics, Complaints and Professional Conduct Committees of the OM and where appropriate forwarded to the Central Complaints Process.

In the case of IMs reaccrediting directly through CPJA, serious concerns should be brought to the attention of RDRS and where necessary the CPJA Ethics Committee and the Central Complaints Process.

6. Cost to Individual Members of Reaccreditation

For Individual Members registering directly through the CPJA, the cost, to be determined, will be borne by the IM seeking reaccreditation.

For Individual Members registering through their OM, the OM will decide how this cost will be met.

7. The Contributions of UKCP

The UKCP office will produce the following quarterly lists:

1. All individual members of an Organisational Member (OM) who are due to be reaccredited by the OM
2. All individual members registering through CPJA who are due to be reaccredited

They will send the following letters:

1. To the OM chairs with their list asking for confirmation of the registrants having successfully completed a Reaccreditation Process

2. To CPJA with a list asking for confirmation of the Direct Registrants needing to successfully complete the Reaccreditation Process
3. To each individual member giving them a deadline for reaccreditation from their OM or CPJA.

They will then await receipt of confirmation of each member having been reaccredited by an OM or by the College.

If they receive such confirmation, the registrant's date of reaccreditation will be amended on the database to 5 years hence.

5.10.13