
TITLE **RETURN TO PRACTICE POLICY**

REFERENCE **ACPP/REA04/RTP**

DATE **January 2017**

Requirements & Procedures for returning to Clinical Practice after Time-Out

Introduction

These requirements aim to ensure practitioners are ready to re-engage with clinical work following a period of time out.

The current arrangement for a member returning to practice and to the UKCP Register is that having followed the guidelines below, as the Accrediting Organisation, Karuna Institute will accredit an ACPP member back on to the UKCP Register.

The procedures and requirements for re-entry also aim to ensure ethical practice and standards are met for the safety of practitioners and their clients. How we work not only reflects on us as individuals and our profession but also on Core Process Psychotherapy, the Karuna Institute and the Core Process community.

As the situation for each person will vary, these requirements should be interpreted and applied according to the individual situation of the returning Member.

Points such as; length of time out of practice, previous experience, size of practice, engagement with contemplative practices and the level of connection maintained with Core Process Psychotherapy during the time out period will determine and help shape the content of the member's Return to Practice Plan.

Procedures

The Chair of Re-accreditation or the Consultant to Reaccreditation will oversee the process of re-entry, depending on boundaries. Any anomalies or points of difference should be taken to the Chair of ACPP. A Committee Member or someone who has had previous experience of the Reaccreditation process and who is not involved in the assessment and monitoring of the re-entry process could be made available to mentor the returning member should they wish.

Following initial contact with the Chair of Reaccreditation, the Return to Clinical Practice Form is sent to the returning member for completion.

On receipt of the form, the Chair of Reaccreditation and Consultant agree who will assess and lead the process. A plan for Return to Practice outlining requirements and timescales will be drafted and endorsed either by the Chair of Reaccreditation, Consultant or Chair of ACPP.

The member's return will be monitored during the period stated in the Return to Practice Plan after which time the member's re-entry is complete.

As the Accrediting Organisation, The Director of Karuna Institute will be asked to ratify the Return to Practice plan. This may involve The Director of Karuna Institute being sent copies of the member's Return to Practice forms. Successful ratification will then allow the member to return to the UKCP Register.

RETURN TO PRACTICE FORM

Name:

Address:

Email address:

Phone:

Please state your reason for taking time-out

The date of your last session with a client

Name and UKCP number of your previous Supervisor

RETURN TO PRACTICE FORM (continued)

Describe your practice before you took time out: private/agency/NHS, number of clients and how long were you in practice.

When do you expect to begin seeing clients.

Briefly describe your plan for building your practice

Name any activities / events, or projects which has maintained your connection to psychotherapeutic practice.

RETURN TO PRACTICE FORM (continued)

Please use the space below for your personal statement in support of your return to practice.

Tell us about what you have learned during your time out that will inform your work as a psychotherapist. Include anything you consider has influenced your development as a practitioner.

Signature of Returning Psychotherapist:

Date:

APPENDIX - RETURN TO PRACTICE FORM

RETURN TO PRACTICE PLAN

The person assigned to monitor your Return to Practice (Chair of Reaccreditation, Consultant or another Committee member), will draw up a Return to Practice Plan specifically related to your needs within 21 days of receiving your form.

The plan will include:-

Name of person assigned to hold the process (Chair of Reaccreditation, Consultant or another Committee member):-

Name of mentor for applicant (if applicable):-

Proposed commencement of seeing clients:-

Timescale for Return to Practice phase (including timings of further contact with ACPP Representative as appropriate):-

Proposed date next re-accreditation via ACPP:-

The Return to Practice plan will include requirements from the following:-

- Attend a CPD event (a minimum of two days - you may be asked for more depending on length of time out) related to Mindfulness-based Core Process Psychotherapy
- Attend an experiential course/event (a minimum of two days) on a contemplative theme such as a meditation retreat
- Make arrangements to join and attend regular Peer Group meetings or similar
- Arrange to have a minimum of four sessions with an experienced Core Process Psychotherapist to explore what is arising in relation to your return to Clinical Practice (needs, fears, hopes).
- Ask your supervisor to submit a short signed report regarding your readiness for practise following these four sessions.
- Reading and personal study of a topic or area less understood or a particular area you would like to explore further
- Renew ACPP Membership
- Accredited via KI/ACPP
- Register with UKCP

Contact Information:

Madhu Anhes
Chair of Re-accreditation
PO Box 13438, Kelso TD5 9AP
01179 778737
reacc@acpponline.net

Consultant to Chair
Debra Davies
debraliebedavis@gmail.com

Anita Withers
ACPP Administrator
PO Box 13438, Kelso TD5 9AP
07551 759354
admin@acpponline.net