SomaticExperiencing®
TRAUMA INSTITUTE

GUIDELINES & REQUIREMENTS FOR ASSISTANTS, PERSONAL SESSION PROVIDERS AND CASE CONSULTATION PROVIDERS

Assistant Guidelines & Requirements

Assistants are an important part of the Somatic Experiencing learning support team. As graduates of the SE Professional Training, they provide support, containment, and feedback for students during practice sessions in class; help out with organizational matters such as setting up breakout rooms, monitoring times, and supporting the training coordinator; and fulfill faculty support tasks as requested by faculty members.

Assistants are strongly encouraged to make a commitment to assist at all modules of the training year for which they will assist. Some faculty members may make this a prerequisite to being accepted to the assisting team for a given training.

Assistants are expected to be present for the entire training module they agree to attend. If an assistant misses more than half the module (2 or more days of a 4 day training, 3 or more days of a 6 day training) they will not receive credit for having assisted that module and it will not count towards the requirements for subsequent Assistant and Provider levels unless an alternative arrangement has been agreed to by the faculty of that training and the International Program Manager. Where Continuing Education Units are offered, assistants will not be eligible to receive Continuing Education Credits if they miss any portion of the SE Training.

We expect assistants will, to the best of their ability:

- Develop their capacity for containment and self-regulation
- Be a cooperative team member
- Take in constructive feedback and direction
- Maintain appropriate professional boundaries, including confidentiality
- Support the faculty teaching function
- Have a working knowledge of the SE curriculum
- Assist in providing overall class containment by helping faculty, fellow assistants, participants, and class coordinator

Each faculty member has his/her own preferences for how assistants are to provide feedback to participants, support the faculty teaching function, etc. If the faculty member has not clearly articulated what is expected, we recommend assistants ask the faculty member to outline what is expected of assistants for that particular training. Please contact the faculty member you choose to assist with for more information.

Assistants must apply and be pre-approved by the Institute prior to assisting at each year of the training.

Individual faculty members are responsible for selecting their own assisting teams from the pool of approved assistants. Assistants should contact the faculty member(s) with whom they wish to assist to express their interest in assisting at a particular training. Faculty members make the final decisions about who assists at the trainings they lead; neither the Institute staff nor the local coordinator/organizers are responsible for assistant selection.
We appreciate that assisting at SE trainings is a volunteer service activity that supports the growth of our students. We understand that assisting may also benefit our assistants educationally, personally, and professionally. Please note, however, we cannot guarantee any personal or professional benefits and assisting should not be considered a career path. Given the large number of professionals interested in assisting at our trainings—and our changing needs over time—we also cannot guarantee that assistants will continue to be selected for assisting teams, progress through assisting or provider levels, or maintain approval to assist or provide credited sessions/consults after receiving initial approval.

<u>Specific requirements for assistants at each level:</u>

Beginning:
- Received SEP
- Submit CV/résumé
- Submit faculty recommendation letter

Intermediate:
- Submit CV/résumé
- Submit faculty recommendation letter
- Assistants must have assisted at all modules of the Beginning level of the SE Professional training

Advanced:
- Submit CV/résumé
- Submit faculty recommendation letter
- Assistants must have assisted at all modules of the Beginning and Intermediate levels of the SE Professional training

<u>Assistants agree to:</u>
- Maintain either an active professional license or membership in a professional association with a code of ethics.
- Sign our Assistant Informed Consent and Release Agreement prior to assisting.

Health Policy:
SE Trainings can be emotionally and physically demanding. Based on direct advice of Peter A. Levine, PhD, we strongly urge people with serious health conditions and pregnant women to notify their coordinator, faculty member, and the Institute staff; to avoid the training; and, for women who become pregnant while assisting the training, to take a leave of absence. While we welcome qualified assistants to assist our trainings, we care for our assistants and encourage everyone to err on the side of caution.

Personal Session Provider Guidelines & Requirements

Experienced SE Practitioners who have integrated SE into their professional practice modalities contribute an important element of the learning experience for students by providing sessions for credit to class participants. Approved session providers may sometimes offer sessions to students onsite during the course of a training module, or they may provide sessions outside of the class environment to SE learners as they proceed through the SE training. For the sessions to count for credit, providers must apply and be approved for the student's current level of training.

The sessions provided for credit throughout the training are intended as a support for the students' experiential learning process of SE, although it is understood that these sessions may also contribute to the learner's personal change process. Sessions provided in this context may differ from ongoing therapy in that providers will not necessarily have a long-term therapeutic relationship with the participant.

Since these for-credit sessions are an integral part of the students' learning experience, it is expected that approved SE session providers will not only have significant practice experience in their profession, but will also have active professional practices in which they have already integrated the use of SE. It is also expected that approved session providers will stay current with the SE curriculum and vocabulary so they are fully prepared to support the learning experience of students currently enrolled in the program. The sessions provided in this context allow skilled professional practitioners to share knowledge and expertise with SE learners, and should not be viewed as a way to build the provider's practice.

In addition to the more formal criteria for becoming an approved session provider, there are additional skills that session providers are expected to have. To the best of their ability, approved sessions providers will:

- Continue to refine their skills at integrating SE into their professional practice
- Maintain awareness of scope of practice issues for integrating SE into their practice modality
- Observe confidentiality and professional boundaries
- Further develop their capacity for containment and self-regulation
- Take in constructive feedback and direction

We appreciate the service that our approved session providers offer to our students. We understand that providers also benefit professionally and financially from offering these sessions. Please note, however, that being a session provider should not be considered a career path. We cannot guarantee that providers will progress through the provider levels or maintain approval to provide credited sessions/consults after receiving initial approval.

Specific requirements for providers at each level:

Beginning:

- Submit CV/résumé

- Submit faculty recommendation letter
- Providers must have assisted at all modules of the Beginning level of the SE Professional Training
- Providers must have an active SE practice and I have provided at least 150 SE sessions to clients

Intermediate:
- Submit CV/résumé
- Submit faculty recommendation letter
- Providers must have assisted at all modules of the Beginning and Intermediate levels of the SE Professional Training
- Providers must be approved Beginning-level personal session providers and have provided a minimum of 20 credited personal sessions to Beginning-level SE students

Advanced:
- Submit CV/résumé.
- Submit faculty recommendation letter.
- Providers must have assisted at all modules of the Beginning, Intermediate, and Advanced levels of the SE Professional Training.
- Providers must be approved Intermediate-level personal session providers and have provided a minimum of 20 credited personal sessions to Intermediate-level SE students.

<u>Personal session providers agree to:</u>

- Maintain either an active professional license or membership in a professional association with a code of ethics.
- Maintain and fully fund comprehensive professional liability or malpractice insurance with appropriate coverage amounts in accordance with the regulations of the country/region where I am providing sessions and/or consults.
- Charge a rate set by the provider for credited personal SE sessions. This rate applies to any sessions signed for on a session log and provided for credit to an SE student fulfilling their minimum SEP certificate requirements. This rate applies whether a consult is given during a training or between modules at a private practice location. Scholarship students will be charged a maximum rate of $100/hour for individual consults.
- Only provide personal sessions to students at the approved levels. For example, a Beginning-level provider may only sign session logs for students currently in the Beginning level of training. She/he may not sign session logs for Intermediate or Advanced students. A student is considered a Beginning student starting the first day of their Beginning I module, an Intermediate student starting the first day of their Intermediate I module, and an Advanced student starting the first day of their Advanced I training.
- Sign the Provider Informed Consent and Release Agreement.

Individual Case Consult Provider Guidelines & Requirements

As an individual case consult provider, you are taking on a larger leadership and educational support role within the Somatic Experiencing training program. SE Case Consultations provide participant's the opportunity to examine the application of SE with their clients through the services provided by an approved SE Consultation Provider. Consultations reinforce participant's SE skill development and professional development (i.e. countertransference, scope of practice etc.) as it relates to SE. Case Consultations are a professional service focused on the application of SE and its integration into a participant's professional practice. Whereas personal sessions are a therapeutic intervention given to the SE participants from an approved SE Personal Session Provider.

SE case consultation is not formal supervision as required in many psychological professions, but rather an opportunity for SE learners to benefit from the knowledge and expertise of other practitioners who have been using SE for an extended period of time within their own practices. We expect that those providing individual consultations have significant practice experience in integrating SE into their practice modality in working with the general public (rather than primarily with SE students). Providing personal sessions primarily to the SE student community is not considered sufficient practice experience to qualify as a provider of consultations.

In addition to the more formal criteria for becoming an individual case consult provider, there are additional skills that consultation providers are expected to have. To the best of their ability, consult providers will:

- Develop their ability to identify and highlight what the participant is doing right, as well as ways to share ideas about where the participant faces challenges
- Have sufficient knowledge of the limits of their scope of practice within their practice modality and license to articulate that scope of practice clearly to students who consult with them, and to adequately guide the student toward more appropriate professional consultation if the issues are outside of the provider's scope
- Have sufficient knowledge of the common professional ethics and confidentiality rules associated with their practice modality and license to articulate those to students who consult with them, and to guide the provider and student in deciding if any ethical or confidentiality issues raised by the student are beyond the provider's scope and are better addressed by other professional consultation for the student
- Further develop their capacity for containment and self-regulation
- Take in constructive feedback and direction
- Clarify with student at the beginning of a session whether the student is requesting a Personal Session or Case Consultation and maintain that boundary within the intention of that session/consult.
  We appreciate the service that our approved session and consult providers offer to our students. We understand that providers also benefit professionally and financially from offering these sessions. Please note, however, that being a session or consult provider should not be considered a career path. We cannot guarantee that providers will progress through the provider levels or maintain approval to provide credited sessions/consults after receiving initial

approval.

Specific requirements for individual case consult providers at each level:

Beginning:

- Submit CV/résumé
- Submit 2 faculty individual consult recommendation forms
- Providers must have have had a professional practice in a related field (e.g. psychotherapy, bodywork) for at least 5 years
- Providers must have given at least 300 SE-oriented sessions to clients
- Providers must have assisted two full cycles of the Beginning year, one full cycle of the Intermediate year, and one full cycle of the Advanced year

Intermediate:

- Submit CV/résumé
- Submit 2 faculty individual consult recommendation forms
- Providers must have fulfilled all the requirements and be approved for providing case consultations at the Beginning level
- Providers must have assisted two full cycles of the Beginning year, two full cycles of the Intermediate year, and one full cycle of the Advanced year
- Providers must be approved Beginning-level individual consult providers and have provided a minimum of 20 credited individual case consultations to Beginning-level students

Advanced:

- Submit CV/résumé
- Submit 2 faculty individual consult recommendation forms
- Providers must have fulfilled all the requirements and be approved for providing case consultations at the Beginning and Intermediate levels
- Providers must have assisted two full cycles of the Beginning year, two full cycles of the Intermediate year, and two full cycles of the Advanced year
- Providers must be approved Intermediate-level individual consult providers and have provided a minimum of 20 credited individual case consultations to Intermediate-level students

Individual consult providers agree to:

- Maintain either an active professional license or membership in a professional association with a code of ethics.
- Maintain and fully fund comprehensive professional liability or malpractice insurance with appropriate coverage amounts in accordance with the regulations of the country/region where I am providing sessions and/or consults.
- Charge a rate set by the provider for credited individual case consultations. This rate applies to any consults signed for on a session log and provided for credit to an SE student fulfilling their minimum SEP certificate requirements. This rate applies whether a consult is given during a training or between modules at a private practice location. Scholarship students will be charged

a maximum rate of $100/hour for individual consults.
- Only provide credited case consults to students at the approved levels. For example, a Beginning-level provider may only sign session logs for students currently in the Beginning level of training. She/he may not sign session logs for Intermediate or Advanced students. A student is considered a Beginning student starting the first day of their Beginning I module, an Intermediate student starting the first day of their Intermediate I module, and an Advanced student starting the first day of their Advanced I training.
- Sign the Provider Informed Consent and Release Agreement.

Small Group Case Consult Provider Guidelines & Requirements

As a small group case consult provider, you are taking on an expanded leadership and educational role within the SE community. Group case consultations include elements of the teaching function, so special attention has been given in establishing criteria at this level of approval. Those approved for small group case consults will be on the SE Faculty Track, or will have significant related teaching or group consultation experience. Assisting at SE Professional Trainings and providing individual case consultations is not considered sufficient experience to qualify as an SE small group case consult provider.

Small group case consult provider status is not granted without the candidate demonstrating significant expertise in the use of SE in a professional practice context; candidates are expected to have a minimum of 7 years of experience in active SE practice. Small group case consultations may have no more than 8 participants in the group, whether provided in person or via teleconference or other group electronic formats such as Skype. Only SE faculty or those formally accepted to SE faculty track may provide case consultation to groups larger than 8 participants.

SE Case Consultations provide Participant's the opportunity to examine the application of SE with their clients through the services provided by an approved SE Consultation Provider. Consultations reinforce participant's SE skill development and professional development (i.e. countertransference, scope of practice etc.) as it relates to SE. Case Consultations are a professional service focused on the application of SE and its integration into a participant's professional practice. Whereas personal sessions are a therapeutic intervention given to the SE participant's from an approved SE Personal Session Provider. Case consultation groups are intended for review of SE course material and consultation about clients with whom the SE trainee/SEP is working. Authorization as a small group case consultation provider does not authorize the provider to make actual presentations of SE material or to otherwise engage in teaching SE methods.

In addition to the more formal criteria for becoming a small group case consult provider, there are additional skills that consultation providers are expected to have. To the best of their ability, consult providers will:

- Develop their ability to assess and manage group dynamics
- Develop their ability to identify and highlight what the participant is doing right, as well as ways to share ideas about where the participant faces challenges
- Maintain confidentiality and appropriate professional boundaries
- Further develop their capacity for containment and self-regulation
- Take in constructive feedback and direction
- Have sufficient knowledge of the limits of their scope of practice within their practice modality and license to articulate that scope of practice clearly to students who consult with them, and to adequately guide the student toward more appropriate professional consultation if the issues are outside of the provider's scope
- Have sufficient knowledge of the common professional ethics and confidentiality rules associated with their practice modality and license to articulate those to students who consult

with them, and to guide the provider and student in deciding if any ethical or confidentiality issues raised by the student are beyond the provider's scope and are better addressed by other professional consultation for the student

- Hold intention of Case Consultations as opportunity for students to examine the application of SE with their clients and maintain boundary between Case Consultations and Personal Sessions.

We appreciate the service that our approved session and consult providers offer to our students. We understand that providers also benefit professionally and financially from offering these sessions. Please note, however, that being a session or consult provider should not be considered a career path. We cannot guarantee that providers will progress through the provider levels or maintain approval to provide credited sessions/consults after receiving initial approval.

<u>Specific requirements for individual case consult providers at each level:</u>

Beginning:

- Submit CV/résumé
- Submit 2 faculty group consult recommendation forms
- Providers must have have a minimum of 7 years' experience in an active SE practice. (This may include the time you spent in the SE training.)
- Providers must meet at least ONE of these four criteria:
  -approved Advanced-level individual case consultant and have given a minimum of 20 individual case consults to Advanced-level students, OR
  -have supervisory status within your state licensure system (proof required), OR
  -have completed counselor supervision training (proof required), OR
  -be formally trained as a supervisor and have actively supervised professionals in their field

Intermediate:

- Submit CV/résumé
- Submit 2 faculty group consult recommendation forms
- Providers must have fulfilled all the requirements and be approved for providing group case consultations at the Beginning level
- Providers must be approved Intermediate-level group consult providers and have given a minimum of 5 credited group case consults to Beginning-level students

Advanced:

- Submit CV/résumé
- Submit 2 faculty group consult recommendation forms
- Providers must have fulfilled all the requirements and be approved for providing group case consultations at the Beginning and Intermediate levels
- Providers must be approved Intermediate-level group consult providers and have given a minimum of 5 credited group case consults to Intermediate-level students

<u>Small group case consult providers agree to:</u>

- Maintain either an active professional license or membership in a professional association with a code of ethics.
- Maintain and fully fund comprehensive professional liability or malpractice insurance with appropriate coverage amounts in accordance with the regulations of the country/region where I am providing sessions and/or consults.
- Charge an equal rate per credit hour to each student attending a credited group case consultations (3 hours = 1 Credit Hour). This rate is to be determined by the provider. This rate applies to any group consult signed for on a session log and provided for credit to an SE student fulfilling their minimum SEP certificate requirements. The rate applies whether a consult is provided during a training or between modules at a private practice location. Scholarship students will be charged a maximum rate of $75/Credit Hour.
- Only provide credited group case consults to students at the approved levels. For example, a Beginning-level case consult provider may only sign session logs for students currently in the Beginning level of training. She/he may not sign session logs for Intermediate or Advanced students. A student is considered a Beginning student starting the first day of their Beginning I module, an Intermediate student starting the first day of their Intermediate I module, and an Advanced student starting the first day of their Advanced I training.
- Sign the Provider Informed Consent and Release Agreement.