



Theraplay Supervisor Certification Procedures and Guidelines

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QUALIFICATIONS:

Candidates for supervisor certification must be Certified Theraplay[®] Therapists with graduate degrees (MD, PhD, PsyD, MSW, MA, MS) from accredited institutions in a mental health field.

Candidates in non-mental health fields who are Certified Specialized Theraplay[®] Therapists, such as speech-language therapists, occupational therapists, and pre-school teachers, who are licensed as required in their locality may earn specialized supervisor certification. They may supervise others within their area of practice under supervision of a certified supervisor who must submit a yearly evaluation of their work to The Theraplay[®] Institute in Evanston. Under no circumstances may a specialized supervisor work solo to supervise mental health professionals or psychotherapists.

Candidates for Theraplay supervisor must have a minimum of two years' experience following their certification as a Theraplay therapist before submitting their written application to become a candidate.

Candidates with significant academic training, clinical, and supervisory experience may apply to begin the process sooner. Their eligibility will be considered on a case-by-case basis. Significant experience would include:

1. Being a clinical supervisor of student clinicians in another training institution for a minimum of 3 years
2. Five years' experience providing therapy for children and families in other models of treatment
3. Holding the highest possible degree in their field (for example, PhD in Social Work, MD, PhD, PsyD) plus relevant clinical experience.

All candidates must submit evidence that they are covered by their own professional liability insurance.

STEPS IN THE PROCESS OF CERTIFICATION

I. WRITTEN APPLICATION

A written application to be accepted into the supervisor practicum should be submitted to The Theraplay Institute in English, and include:

A. Description of Education and Professional Experience:

- Documentation of training and experience in Theraplay
- A letter of recommendation from the candidate's primary Theraplay therapist practicum supervisor
- Resume of academic and work experience

B. Personal Autobiography:

Include reasons for wanting to become a Theraplay supervisor

C. Future Autobiography:

Describe goals or plans for further professional development including expected use of Theraplay five years from now

D. Working with a Theraplay Institute supervisor:

Candidates may request a particular staff supervisor, however, assignments are based upon availability.

E. Working with an independent supervisor: If the applicant is planning to work under the supervision of an independent Certified Theraplay® Supervisor, the candidate should still send supervision of his first student's application tape to The Theraplay® Institute as outlined in *Section II.B*

Independent supervisors must have at least two years' experience as a Certified Theraplay Supervisor and permission from The Theraplay Institute in order to take on supervisor practicum students.

Written feedback will be sent to the applicant along with a letter of acceptance into the supervisor practicum.

II. REQUIREMENTS FOR CERTIFICATION AS A THERAPLAY SUPERVISOR

A. Characteristics of successful supervisor candidates

Theraplay supervisors must possess superior knowledge of and skills in the practice of Theraplay, and the ability to teach and advise therapist practicum students. Qualities of successful candidates include:

- Extensive experience doing Theraplay, including having developed a specific area of expertise within the field (e.g. adoption, autism, ADHD, etc.)
- Broad knowledge of current relevant research and theory
- Familiarity with a variety of Theraplay applications
- Sensitivity to student's potential discomfort and fears about supervision
- Ability to be helpful and make direct suggestions while remaining positive and sensitive (supervision follows the Theraplay model SENC)
- Personality traits including: flexibility, self-reflectiveness, non-defensiveness, high organizational ability

B. Theraplay Supervisor Practicum

Throughout this section the Theraplay supervisor in training is called the “candidate” and the Theraplay therapist trainees are called “students.”

All supervision must follow the most recent certification requirements (current last revision 10.10). It is the supervisor’s responsibility to guide the student through the practicum and to insure that they submit the correct number and types of sessions for supervision in order to progress properly through the practicum. The candidate should keep detailed records of all supervision, and progress reports must be submitted to The Theraplay Institute in English at least once per year, and as requested at other times by The Theraplay Institute.

Each candidate must supervise the work of four different students each working with two different clients. Candidates must supervise each student throughout their practicum of 40 supervised sessions. Since The Theraplay Institute supervises one of the first student’s application tapes and all four final exam tapes, the number to be supervised by the candidate is 155. Of these 155 total sessions, 26 must be submitted to The Theraplay® Institute for supervision.

In the event that a student drops out and does not complete the practicum, special arrangement must be made with The Theraplay Institute, and a new plan for completion of the supervisor practicum will be made.

If the candidate believes that a student needs more than the required 40 supervised sessions, a written evaluation and alternate supervision plan must be submitted to and approved by The Theraplay Institute.

The Theraplay Institute has sole authority to issue certification documents and retains the right to fail a student’s midterm or final exam over the recommendation of the candidate.

Both the candidate and student will submit all written documents in English and use the most recent forms provided by The Theraplay Institute for this purpose.

Recognizing that candidates will need more supervision of their first student, and that students will need more supervision with their first clients, the practicum is designed to provide extra supervision at the beginning.

The candidate will supervise what will be the first application tape for his first student and submit that supervision either in a written report or on video. This supervision will include pre-treatment discussion of the MIM and treatment planning as well as the first Theraplay session and will count as two sessions for the candidate. The Theraplay® Institute will supervise both the student’s and the candidate’s work. The student will then submit a follow-up application tape to The Theraplay Institute to become accepted into the practicum, upon which the candidate will continue supervision. The following chart illustrates the distribution of tapes to be sent for supervision:

	Client #1	Client #2
Student #1	6	2
Student #2	4	2
Student #3	4	2
Student #4	4	2

The tapes to be sent are of the actual Theraplay sessions along with the candidate's written notes to the student or video of the discussion with the student.

Student #1 with Client #1

- Pre-treatment discussion of the MIM and treatment planning
- Written MIM report with supervisor's comments and corrections (this can be submitted at any time, but should be the same MIM as the first supervision)
- Supervision of the first Theraplay session
- Supervision of work with parents
- Supervision of fifth Theraplay session
- Supervision of tenth Theraplay session, including discussion of treatment progress/termination plan

Student #1 with Client #2

- Written MIM report as above
- Mid-term exam. The candidate would send her own feedback of the mid-term with the student's tape. We would provide feedback to the student just as we do now AND feedback to the candidate on how well his supervision of it matched up with ours. Both the candidate and the student would pay us for this.

Students 2, 3 and 4 with their first clients

- Written MIM report with supervisor's comments and feedback about treatment planning
- Supervision of first Theraplay session
- Supervision of work with the parents
- Supervision of tenth session, including discussion of treatment progress/termination plan

Students 2, 3 and 4 with their second clients

- Written MIM report
- Mid-term exam supervision as above

C. Final Written Examination

Upon successful completion of the practicum, candidates should submit their written exams to The Theraplay Institute. The examination covers:

- General Theraplay theory questions
- Questions related to Theraplay treatment
- Questions pertaining specifically to the supervision process

The exam will be graded pass/fail/or provisional pass. The candidate will be asked to rewrite portions that are not clearly passing. If more than 25% of the exam needs to be re-written for supervision, an additional fee will be required.

III. RELATIONSHIP BETWEEN CERTIFIED SUPERVISORS AND TTI

A. Maintaining Certification:

Theraplay supervisors must remain in good standing as Theraplay therapists, including the continuing education requirement and annual membership in The Theraplay Association, currently \$50 (*see Procedures for Obtaining Certification as a Theraplay Therapist, VI, revised 10.10*).

In addition, The Theraplay® Institute will send a tape to each supervisor for supervision once in each three year period following certification. Successful supervision of this tape is required to maintain certification. Written supervision should be submitted with the fee, currently \$100.

Supervisors will be asked to sign a contract each year to be submitted with their annual dues. The contract will ask supervisors to attest that they will faithfully follow the current guidelines, requirements and best practice as provided by The Theraplay Institute.

B. Use of The Theraplay® Service Mark

As a Certified Theraplay® Therapist, the supervisor candidate is allowed to call her practice and treatment “Theraplay®”. While in the supervisor practicum, the student may say she is being supervised to be a Theraplay supervisor. Once certified, one may say he/she is a Certified Theraplay® Supervisor.

At all times, the Theraplay service mark must be used correctly. All printed announcements, brochures, e-mail, web site announcements etc. should always use the service mark ® and include the phrase “Theraplay® is a registered service mark of The Theraplay Institute, 1840 Oak Ave., Evanston, IL, USA.” Trainers who host their own web sites should provide a link to www.theraplay.org and make their affiliation with The Theraplay® Institute prominent.

Stylistic guidelines for the use of the service mark include:

- Use the service mark in the phrases “Certified Theraplay® Therapist” and “Certified Theraplay® Trainer”.
- Use the service mark in the phrase “The Theraplay® Institute”.
- Use the service mark in a longer document the first time you use the word “Theraplay®”
- Use the service mark if “Theraplay®” is in the name of your practice or workplace

VI. MAINTAINING THERAPLAY STANDARDS

From time to time, changes and additions to these regulations may be suggested by TTI's Training Committee and approved by the TTI Board of Directors. Any changes will be sent to all Certified Trainers/Supervisors along with a new letter of agreement to be signed and returned to TTI.

TTI's Training Director is responsible for overseeing adherence to the standards set forth in this document, and may recommend to the Executive Director rescinding a certification credential or probationary status for trainers/supervisors who are out of compliance. The Executive Director may then forward such requests to the Board of Directors for approval.

An International Standards Committee made up of Certified Trainers/Supervisors, the TTI Board President and Training Director shall monitor and respond to issues as they relate to training and certification in other countries. They may make recommendations to modify this document specifically for another country to the TTI Board of Directors who must approve any and all recommendations. This committee may meet via e-mail and in conjunction with our International Conference at their own expense.

FEES

These are as of 10.06 and are subject to change.

TTI Long Distance Supervisor Practicum

Application Fee	\$ 100
Supervision of 26 sessions	\$2,600
Written final exam	\$ 100
Total	\$2,800

Supervisor Practicum with Independent Supervisor

Written application & video	\$ 200
Written final exam	\$ 100
Total	\$ 300 plus Independent Supervisor charges