



Theraplay Trainer Certification Procedures and Guidelines

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These procedures are for trainer candidates residing in the United States or any other country without an official Theraplay Affiliate organization.

QUALIFICATIONS:

Candidates for trainer 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 trainer certification. They may train others within their area of practice under supervision of a Certified Trainer/Supervisor who must submit a yearly evaluation of their work to The Theraplay Institute in Wilmette. Under no circumstances may a specialized trainer work solo to train mental health professionals or psychotherapists. A specialized trainer may work as a co-trainer with a certified trainer.

Candidates for Theraplay trainer 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 and clinical, teaching 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. Being a teacher/lecturer for student clinicians in a training institution for a minimum of 3 years
3. Five years' experience providing therapy for children and families in other models of treatment
4. 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 trainer practicum should be submitted to The Theraplay Institute, and include:

A. Description of Education and Professional Experience:

- documentation of training and experience in Theraplay
- a letter of recommendation from the primary Theraplay supervisor
- resume of academic and work experience

B. Personal Autobiography:

Include reasons for wanting to become a Theraplay trainer

C. Future Autobiography:

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

D. Working with Theraplay Institute trainers: Once accepted into the practicum, every effort will be made to schedule the candidate's participation in Introductory trainings sponsored by The Theraplay Institute. Because of the limited number of these trainings and the possibility of multiple candidates needing to participate, we cannot guarantee any particular schedule or timetable for completion.

E. Working with an independent trainer/supervisor:

Candidates may work under the supervision of Theraplay trainers who were certified prior to January 1, 2007. If choosing this option, the trainer candidate should arrange to present a short (one to two hour) overview of Theraplay to an audience of staff, colleagues, students or parents and submit a tape of it with the other application documents.

The Theraplay Institute will provide written feedback to the candidate, and either accept them into the practicum, suggest further preparation prior to joining the practicum or help them to understand that they do not possess the core skills required of Theraplay trainers.

II. REQUIREMENTS FOR CERTIFICATION AS A THERAPLAY TRAINER

A. Characteristics of successful trainer candidates.

Theraplay trainers must be highly talented as presenters, organizers and as Theraplay therapists. As trainers, they are the public representatives of Theraplay, and as such, we will not certify anyone as a Theraplay trainer unless he has above average skills, including:

- Extensive experience doing Theraplay
- Broad knowledge of current relevant research
- Knowledge of a variety of Theraplay applications

- Organizational skills, including the ability to do several things at once, and to balance the needs of the training content, participants and client family (if a client family is being used).
- Dynamic presentation skills such as: speaking spontaneously and not relying exclusively on handouts, notes or power points; using a variety of voice modulations; using appropriate non-verbal cues and gestures to accent the presentation.
- Personality traits including: flexibility, self-reflectiveness, non-defensiveness, discretion
- Ability to incorporate the Theraplay model into the training itself, i.e. the training should be structured, engaging, nurturing and challenging.

B. Mastering the Components of Theraplay Trainings

TTI has prepared a manual for Introductory Theraplay/MIM Training that includes agendas and outlines of the topics that are required curriculum. When the candidate is accepted into the training practicum, she will receive a copy of the current manual. Candidates should prepare for training by studying this manual, **observing Certified Theraplay Trainers**, and referring to the third edition of the Theraplay book. **If the candidate is making a presentation that is not from our standard curriculum, then outlines, handouts, descriptions of videos to be shown and advertising copy should be submitted in advance, allowing sufficient time for feedback prior to the actual presentation.** Theraplay trainers and trainer candidates are expected to be up-to-date on related theory and science. A bibliography of suggested reading will be sent upon acceptance into the practicum.

In addition to mastering the intellectual content of the material, candidates will be evaluated on their organization, clarity of presentation, speaking style, ability to keep the attention of the group, handling of group dynamics, and ability to keep the participants' needs in mind. See II.A.

Candidates must demonstrate their competence in each of the following aspects of Introductory training:

1. **What is Theraplay?**: history, theory, dimensions, distinctive characteristics, relationship to attachment theory
2. **Introduction to the MIM**: choosing tasks, setting up, recording observations, distinguishing observations from inferences, countertransference, planning feedback, and giving feedback to the parents
3. **Treatment planning and execution**: typical treatment program, sequence of sessions, selecting activities, treatment goals, dealing with resistance
4. **Current best practice**: The Core Concepts of Theraplay (current brain research, the use of touch in treatment, the importance of attunement, etc.)
5. **Working with parents**: when and how to include parents in Theraplay sessions, how to provide feedback and support, how to work in a one-therapist model
6. **Working with traumatized children**: adapting Theraplay treatment for children who have suffered trauma of any sort.
7. **Theraplay with different populations**: foster and adoptive families, children with regulatory disorders, adolescents, very young children, and others
8. Leading role-play groups and giving feedback to participants.

9. Presenting their own client video for the demonstration client family.
10. Organizing and preparing appropriate other demonstration videos to be used in the training
11. Handling question and answers; demonstrating knowledge of Theraplay certification documents, service mark use, goods and services and web site

It has been our experience that candidates working in isolation, presenting bits and pieces of the curriculum are rarely prepared to successfully co-lead one of our four-day trainings. So, while we encourage candidates to create many opportunities for themselves to present about Theraplay, simply presenting on each of the required topics is no longer considered sufficient preparation.

Candidates are required to participate in two, full Introductory trainings with us or with their independent supervisor before applying for the final step--to co-lead with The Theraplay Institute staff.

At the first training, the candidate should observe very closely from the trainer, rather than the participant, point of view. The candidate will lead role-play groups at this first training, but will not be expected to present topics. The purpose of this first training is for the candidate to reflect upon what it takes to create a successful training and to identify his own strengths and weaknesses, so that he may prepare for the second training.

Prior to the second training, the candidate should select (with supervisor's approval) two or three of the required topics and prepare presentations for them, including any supporting videos to be used. These presentations should be submitted for supervision prior to the training, either live or on tape. This will allow for adjustments and improvements to bring the presentations up to standards. In addition to presenting these topics, the candidate will also be the therapist for the demonstration client family at this training, if one is used.

Candidates should prepare and video for supervision the remainder of the 7 required topics between the second training and the final written exam. These topics can also be presented live for supervision when the opportunity exists.

C. Final Written Examination

Upon successful completion of the second training, candidates should submit their written exams to The Theraplay Institute. This examination may be taken as many times as necessary until successful completion. The exam is considered passing if less than 25% of it requires revision. The candidate will be asked to rewrite portions that are not clearly passing. If more than 25% needs to be repeated, the second submission will be charged at the rate of the original examination. The examination covers:

- general Theraplay theory questions
- questions relating to the actual Theraplay therapy process
- questions pertaining to training management and organization

Candidates who received certification as a Theraplay therapist working with an independent supervisor are also required to submit a formal, written MIM report with the final exam.

D. Co-Leading a Four-Day Introductory Theraplay Training

Upon passing the final written exam, the candidate will be ready to co-lead a four-day Introductory Theraplay/MIM training with a trainer from The Theraplay Institute, either in Chicago or at any other TTI staff led training. Candidates studying with an independent Theraplay trainer must have a letter of recommendation from her, indicating that the candidate has participated as a trainer candidate for two Introductory trainings and is prepared for the final step of co-leading a training with Theraplay Institute staff.

Co-leading a training involves the entire process, not just the presentations. Candidates must be able to organize their own demonstration client treatment sessions, either live or on video, and role play sessions, operate audio-visual equipment, select and organize training tapes, deal with any problems that arise during the training, etc. If a live demonstration family is not to be used at this training, candidates should prepare an example from their own clients, working with both their supervisor and The Theraplay Institute to insure that the family selected meets our guidelines.

Candidates who are not confident that they are ready for this step should seek additional supervision. Candidates who fail to meet our standard will be counseled and may be given a second chance to co-lead a four-day training, or may be withdrawn from the practicum.

E. Interim Status

Following successful completion of the above steps, the candidate will be given interim status for up to one year, during which time he must make arrangements for another training and co-lead it in the role of the lead trainer either with Theraplay Institute staff or with his independent supervisor. The lead trainer is responsible for organizing the training including:

- Finding a suitable venue and making on-site arrangements, or overseeing this work if done by an assistant
- Finding a client demonstration family, scheduling them for sessions during the training and arranging for the MIM to be done OR selecting a video example from their caseload and editing it for presentation at the training.
- Briefing and supervising the training assistant in leading role play groups
- Preparing the final agenda
- Coordinating presentations by the co-trainer, any guest trainer, or any trainer candidate

It is recommended that the interim candidate arrange for this training to take place in her home city or nearby. The trainer will be paid the current daily rate for this training, and may ask The Theraplay Institute to supply a qualified co-trainer and assistant, if needed. Upon completion of this training, the candidate will be granted full status as a Theraplay trainer.

If the candidate only plans to train in-agency staff, this interim training need not be open to the public and can be done without a co-trainer for eight or fewer participants.

F. Qualifications to lead Intermediate Theraplay Training

Because of the nature of the Intermediate curriculum, trainers must also be Certified Theraplay Supervisors in order to lead an Intermediate training. A ratio of one certified trainer/supervisor for each ten participants is required.

III. RELATIONSHIP BETWEEN CERTIFIED TRAINERS AND THE THERAPLAY INSTITUTE

A. Trainers' administrative relationship with The Theraplay Institute

Effective January 1, 2007, we will no longer grant independent trainer status. Certified trainers may apply for permission to train their own non-profit agency staff and may make presentations at conferences. They may also apply to do *pro bono* training, in which they donate their own training fees and/or their organization underwrites all or part of the training for charity. However, all training (with the exception of their own staff training) will be arranged under the auspices of The Theraplay Institute. This is to insure uniformity of training experience and the continued financial viability of The Theraplay Institute. If a trainer is contacted personally about conducting Theraplay training, the inquiry should be referred to The Theraplay Institute. We will honor the inquirer's preference for a particular trainer, and will handle the negotiation of terms and organization of the training. Theraplay trainers are expected to be available to train with The Theraplay Institute at least once per year, and will be paid the customary trainer's fee, currently \$400 per day plus travel expenses for domestic training and \$500 per day plus travel for international training. Trainers will be downgraded to inactive status if they are unable to conduct training with The Theraplay Institute for two consecutive years. Regaining active status will require additional supervision.

B. Maintaining certification

- Theraplay trainers 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 10.06*).
- Trainers with permission to train their own staff must pay an additional \$50 per year, entitling them to receive updated versions of all training materials, and a \$10 per trainee administrative fee. Attendance lists, role play forms and evaluations should be submitted to The Theraplay Institute within 30 days of the training. Although TTI's accreditation allows us to give Continuing Education credits to participants in TTI sponsored trainings, we cannot extend that accreditation to Trainers for their staff trainings. It is up to the trainer to apply for such accreditation if they wish to provide it to those attending their trainings. Currently, APT allows our trainers to offer CEs as an extension of our provider number, if we are listed as the co-sponsor, and our curriculum is used.

C. Use Of The Theraplay® Service Mark

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

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, 3330 Old Glenview Rd., Suite 8, Wilmette, 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 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 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 12.06 and are subject to change.

TTI Trainer Practicum

Application fee	\$ 100
Supervision of 7 presentations	\$1,400
Assist at first training	Travel expenses, if any
Assist at second training	Travel expenses, if any
Written exam	\$ 100
Co-lead Training	0 (we pay travel expenses)
Interim Supervision	As needed
Total	\$1,600 + travel expenses

Trainer Practicum with Independent Trainer*

Written application & video	\$ 200
Written exam	\$ 100
Co-lead Training	0 (we pay travel expenses)
Interim training super.	As needed
Total	\$ 300 plus Independent Trainer charges

*Must be a trainer certified prior to October 1, 2006