

CANDIDATE MANUAL 2023/2024



**Child & Adolescent Psychotherapy Training Program (CAP)
&
Integrated Training Track in Adult and Child Psychoanalysis (ITT)**

Table of Contents

Introduction.....	3
Registration.....	3
Scholarship opportunities.....	4
Coursework.....	4
Class attendance and absences.....	5
Evaluation of the Courses.....	5
Training Committee and Advisory Process.....	6
Candidate’s Psychotherapy Requirement.....	7
Other Elective Courses and Seminars.....	7
Clinica Requirements.....	8
ICC and On-site School Cases.....	8
Training Cases.....	9
Training Supervision.....	10
Training Case Reports.....	10
Final Case Presentation.....	11
A Note on Training Cases That Fall Short of the Two-Year Requirement	12
Graduation and Affiliate Membership.....	12
Integrated Track in Child and Adult Psychoanalysis.....	13
Requirements specific to the Integrated Track.....	13
Matriculation Status for Candidates Not Registered for Courses.....	14
One Year Introduction to CAP program.....	15

INTRODUCTION

Child and Adolescent Training at IPTAR now offers three tracks:

- CAP certificate training program in Child and Adolescent Psychotherapy
- Introduction to CAP (one year)
- ITT: Integrated Training Track in Adult, Child and Adolescent Psychoanalysis

IPTAR's innovative certificate program in Child and Adolescent Psychotherapy offers a contemporary, psychoanalytic perspective on work with children, adolescents and their families. The program focuses on psychotherapy, play therapy and working with parents/caregivers while integrating advances in the fields of child development, neuropsychology, trauma, diversity and infant–parent research.

Our program is designed for licensed mental health professionals as well as candidates in adult psychoanalytic programs (working towards LP) who wish to gain a greater psychodynamic understanding of children and adolescents and deepen their own capacities to practice psychotherapy. The program is complementary to IPTAR's Training Program in Adult Psychoanalysis. It is possible to enroll in both simultaneously. Candidates from other analytic institutes are also welcome to apply. The purpose of this manual is to outline the policies and procedures of the CAP program, as guidelines for our candidates and faculty.

Registration

You can register for courses online via Orbund system that IPTAR uses. You will get the login information and instruction on creating your Orbund account from IPTAR's admin.

Registration for the first two quarters is in the Fall and registration for the third and fourth quarter is in the Spring.

Yearly tuition is \$2800 (\$350 per 8-week course). Tuition is payable in two installments. A library fee of \$150 which includes access to psychoanalytic PEP-WEB (Psychoanalytic Electronic Publishing) is due in the fall. There is a \$75 fee for late payments.

Candidates may contact the Registrar to discuss problems concerning payment of fees. If a candidate is eligible for fee reimbursement from an agency, a verification letter may be obtained from the Registrar.

In the aftermath of the pandemic and for the foreseeable future, courses may be offered in person, virtual or hybrid. In person classes take place either at the instructors' offices or at IPTAR's conference room. Candidates will be informed as soon as the venue is decided.

Scholarship Opportunities

The CAP Program offers the ELG/CAP Scholarship and is available to candidates based on financial need.

COURSEWORK

The CAP curriculum is designed to integrate theory with clinical practice.

The first year is devoted to learning the fundamentals of psychoanalytically oriented approach in working with children, adolescents, and their families. It includes courses in Assessment and Beginning Work with Child Patients and Their Families; Theory and Technique of Child Psychotherapy; Working with Parents; courses in psychoanalytic theory of development; Introduction to Infant Observation and a course on basic Freudian concepts. The courses are designed to be clinically relevant and candidates are encouraged to present case material in their classes.

The second year of course work provides an opportunity for the exploration and deepening of the fundamentals of child and adolescent psychotherapy as well as a wide range of clinical issues: Working with More Disturbed Child; Understanding Trauma; Clinical Aspects of Race, Culture and Ethnicity; Gender in the Clinical

Situation; Neuropsychological Issues; Loss, Mourning and Termination, and courses that focus on deepening an understanding the theoretical contributions of Klein and Winnicott. Beyond the Second Year we offer a Clinical Clinical Seminar and a Clinical Writing Seminar designed to support completion of your control work. Clinical Case Seminars focus on deepening clinical work, integrating theory and practice through candidates' presentation of case material and discussion with their classmates and the instructor.

The curriculum is divided into four quarters of coursework throughout the academic year. Two classes are held weekly each quarter, on Monday evenings from 6:30 to 8:00 and from 8:30 to 10:00. Most courses are eight sessions. Candidates can get CEU credits for the courses. The instructor takes attendance and submits the list of attendees to Iptar admin, who will subsequently distribute the CEUs. In order to get CEU a candidate has to attend all the classes.

Candidates in CAP who are also enrolled in the IPTAR Adult Psychoanalytic Program can be exempt from the first year Developmental Sequence and some of the CAP courses where the course content is similar in both programs.

Class Attendance and Absences

Candidates are expected to attend all classes. In the event of having to miss a class, a candidate is expected to personally notify the instructor before the class meets. It is up to the discretion of the instructor to discuss with the candidate how the course assignments are to be made up for. Instructors may require a brief written assignment in lieu of the missed class. Candidates must attend at least 6 of each 8 week courses to get credit for any class. Candidates must attend all classes to earn CEU credits.

Evaluation of the Courses

Candidate feedback plays an essential role in our continual evaluation of our courses, instructors, and the program as a whole. Candidates are required to fill in the evaluation in order to get the credit for the course. These evaluations are

confidential and dependent upon candidates being forthright and responsible in filling them out. Candidates will fill in the course evaluation form online via Orbund.

TRAINING COMMITTEE AND ADVISORY PROCESS

The Training Committee made up of candidate's advisors monitors a candidate's progression through the program. The committee's responsibilities include: a) insuring that the candidate is meeting all program requirements during the course of training; b) reviewing all cases submitted as Training Cases including recording the name of the supervisor, dates, frequency, and the duration of each Training Case; c) reviewing the evaluations of the training case supervisors and course evaluations; d) setting up the committee for the Oral Final Case Presentation.

Each candidate is assigned an advisor. The advisor's role is to provide guidance and offer relevant feedback to the candidate about their progress in the program.

First year candidates have two mandatory advisory meetings: the initial meeting in the Fall and the Matriculation interview in the Spring. The first meeting gives the candidate and the advisor an opportunity to become acquainted, as well as to go over any questions or concerns. The second meeting is a matriculation interview which presents an opportunity for the candidate to receive feedback about the year and discuss their own impressions, thoughts and feelings about their experience of the first year of the program.

After the first year candidates will meet with their advisors at least once a year to assess the candidate's progression and review any areas of concern. The advisor and candidate are encouraged to initiate additional meetings as needed and be in touch throughout the years of training.

CANDIDATE'S PSYCHOTHERAPY REQUIREMENT

Candidates are required to be in their own personal psychoanalytic psychotherapy or psychoanalysis during the course of training. A frequency of at least once weekly is mandatory and twice weekly (or more) is encouraged.

Candidates coming into the program who are not in their personal treatment are required to begin treatment no later than January of their first year of training. The candidate's advisor is available to assist the candidate in this process.

OTHER ELECTIVE COURSES AND SEMINARS

The Sunday Seminar series is offered throughout the year and open for all interested mental health professionals. Experts from the mental health community and candidates alike offer case presentations or clinically focused lectures on current topics of interest. For the last two years, the meetings have been held on Zoom. Attendance to Sunday Seminar Series is required of CAP/ITT candidates.

CAP Open Courses on a variety of topics relevant to working with children are offered to candidates from IPTAR and other training institutes throughout the year.

Beyond the Basic Curriculum series offers courses on a variety of psychoanalytic topics for advanced candidates.

Announcements for these courses are made through IPTAR's community listserv etalk and on the lptar.org website.

CLINICAL REQUIREMENTS

*** While the foundation of our program is optimally based on seeing and being with a child in person, during the COVID pandemic working virtually has often been the only way to begin or continue treatment. The CAP program has adapted training to help candidates see children virtually.

The IPTAR CLINICAL CENTER (ICC) is open, in compliance with CDC and professional guidelines, and all candidates are encouraged to see children there or in their private offices. There may be situations in which working virtually is necessary, and those can be decided on a case by case basis.

ICC and On-site School Cases

Candidates in the CAP Program are eligible to work with child and adolescent cases through the IPTAR Clinical Center (ICC) beginning in the first year of their training. The ICC is a not-for-profit training clinic dedicated to providing affordable psychoanalytic psychotherapy and psychoanalysis to adults, adolescents, and children. Upon graduation from the CAP Program, candidates may take ICC cases into their private practices.

An ICC Orientation meeting is held at the start of the academic year to inform candidates about the procedures and requirements for seeing ICC patients which includes registering as an ICC therapist and the usage of the EMR system of electronic record keeping. All new therapists and supervisors must attend the orientation. The announcement for the orientation, as well as other important communications from the ICC Co-Directors is sent through etalk, IPTAR's list serve. ICC Cases are assigned to CAP Candidates by Laura Kleinerman, Clinical Coordinator of Child and Adolescent Cases. Cases seen through the On-site School Programs are assigned by the coordinators of each site. Before being assigned a case at the ICC it is necessary to have a supervisor in place. The Coordinator of Supervision for ICC Child and Adolescent Cases is Mary Tirolo, LCSW. Unless an ICC case becomes a training case, all supervision is pro-bono. If the ICC case becomes a Training Case the arrangement between supervisor and candidate changes to fee-based supervision. The candidate may continue with the supervisor

with whom they are currently working, or choose any other approved training supervisor.

Not all approved CAP supervisors for training cases are also ICC child and adolescent supervisors and vice versa, however, most are both. The Coordinator of Supervision for the ICC has the information regarding each of these categories and can inform the candidate at the time the assignment is made.

Training Cases

Each candidate is required to complete two Training Cases for a minimum of two years each, with weekly supervision by an CAP approved supervisor on each case. One case is seen for a minimum of once a week for two years, and a second case is seen for a minimum of two times a week for two years. Ideally, these two cases should represent two different age groups.

Candidates have the flexibility of choosing their training cases from a variety of settings including their place of employment, their private practice, the IPTAR Clinical Center (ICC) and the IPTAR On-Site School Programs. All cases must be supervised by a CAP approved supervisor. If the training case is from the place of employment, it may be necessary to inform and discuss with the administrative supervisor at the place of employment. Candidates are encouraged and are offered the opportunity to gain more experience in their work with children by seeing additional cases through the ICC, either at one of the On-Site School Programs or as a regular clinic case.

After at least two to three months of work with a child or adolescent case a candidate can assess in consultation with their supervisor that the case is suitable to become a training case. The candidate will then write an initial report that they will submit to their supervisor and advisor. If there are questions raised by the advisor in consultation with the Training Committee about the case, these questions will be communicated to the candidate and supervisor. (For additional written requirements on training cases see section on Training Case Reports).

Should the treatment of a training case terminate prematurely, the case can no longer be considered a Training Case and another one is required in its place. There may be situations when a termination occurs short of the two-year requirement in which case the candidate may appeal in writing to the Training Committee to review the situation.

At least one training case should be in process by the mid-point of the program. If a training case is not in progress, candidates are required to be in supervision with a CAP supervisor on at least one non-training case. The supervision for non-training cases is pro-bono.

In addition to the two Training Cases, candidates are encouraged to see as many child and adolescent patients during their training as possible. These cases will be a valuable supplement to their learning experience in the program.

Training Supervision

Candidates are required to have at two different training supervisors, one for each of their two Training Cases. Candidates choose these supervisors from the list provided by the Program. The fee for supervision on Training Cases is \$75 per session. The candidate pays the fee directly to the supervisor.

The supervision of cases is of crucial importance to the overall training experience and we encourage all candidates to begin training cases as soon as is feasible.

In circumstances that interfere with beginning a training case, such as scheduling difficulties or financial constraints, candidates are strongly urged to discuss this matter with their advisor who can help with providing various options for overcoming these obstacles.

Training Case Reports

Candidates submit a report after the first three months of work with each Training Case. These reports are reviewed with the supervisor before being submitted. The report should contain, presenting problems, developmental and psychosocial history,

a brief summary of the treatment to date, and a tentative formulation/diagnosis. The report should also include information about prior treatments, medical reports, and any records of testing or medication.

Subsequent reports are submitted yearly to the supervisor, the advisor and the Training Committee. While the basic requirement is a yearly treatment summary, the supervisor can request more frequent reports for learning purposes.

The reports summarize the developments in the treatment during that period, including changes in the child's school and current living situation, symptoms, conflicts and problems not earlier noted, recurring themes, nature of relationship to the therapist and significant others. The report should demonstrate the unfolding therapeutic process through the use of clinical material.

Final Case Presentation

When training case requirements have been met, a candidate may present it for their final case presentation. It may be either one of the two training cases.

Each candidate writes an account of their understanding of the development and progress of the treatment, and conceptualization of the psychodynamics of the child and family. There is no prescribed outline and each candidate is encouraged to present their own style, clinical and theoretical approach. However, the candidate is asked to begin the report by orienting the reader to the case with a statement of the presenting problem, a description of the patient, and a brief developmental and psychosocial history. The report should include: clinical vignettes illustrating the emerging themes and on-going work on both reality concerns and intra-psychic processes; material related to transference and counter-transference; descriptions of therapeutic interactions that illustrate the evolution of the therapeutic process. The report should be approximately 20 double-spaced typewritten pages in length.

When an acceptable draft of the case report has been reviewed by the supervisor, the candidate should contact the Director of Training who will assign a 2 member Case Presentation Committee. The candidate must submit copies of the final Case Report to the committee members at least two weeks prior to the date set for meeting with the committee.

A Note on Training Cases That Fall Short of the Two-Year Requirement

Over the years the CAP Training Committee has at times received a number of requests from candidates to be given credit for time put in on a training case that falls short of two-year requirement. Because of circumstances beyond the therapist's control their child or adolescent training case ends prematurely, despite a well-demonstrated process that was under way.

To meet requirements where a case has ended short of the two years, the candidate with the supervisor's agreement can petition for credit. The Training Committee will review the request and if approved will ask the candidate to see another case for at least another year. The two cases will qualify for one of the training cases. The second training case still has to be seen for the full two years. Full credit may be given in some cases for a treatment that is a few months shy of the two-year requirement. This is at the recommendation of the supervisor and discretion of the Training Committee. Case write-ups have to demonstrate an understanding of the therapeutic process.

GRADUATION AND AFFILIATE MEMBERSHIP

CAP candidates who complete the program requirements will receive a Certificate in Child and Adolescent Psychotherapy at IPTAR's graduation ceremony along with graduates of other IPTAR programs.

Graduates of IPTAR's Child & Adolescent Psychotherapy (CAP) program are invited to become an Affiliate Member of IPTAR. This opportunity is available to graduates of IPTAR's allied programs: The CAP Program, The Socio-Psychoanalytic Program, and the Anni Bergmann Parent-Infant Program.

Becoming an Affiliate member of the IPTAR community allows for participation in all of the society's activities with the exception of voting privileges. Affiliate Members can:

- ◇ Be listed as an Affiliate Member on the IPTAR website;

- ◇ List their practice and areas of specialization in the “Find a Therapist” section of the IPTAR website;
- ◇ Participate in IPTAR’s E-talk list-serve: receive current information about events at IPTAR and other institutes and societies, referrals, and other related professional opportunities;
- ◇ Receive a subscription to the online professional journal and library service PEP-Web;
- ◇ Receive invitations to IPTAR member-only events;
- ◇ Attend IPTAR organized and co-sponsored events at the lower Members-only fee;
- ◇ Access IPTAR’s Continuing Education courses;
- ◇ Apply for teaching and supervising opportunities at IPTAR;

IPTAR’s Affiliate Membership fee of \$250 is billed annually. Affiliate Members who are also candidates in other IPTAR programs may receive a reduced rate.

INTEGRATED TRACK IN CHILD AND ADULT PSYCHOANALYSIS

Candidates in the Integrated Track for Child and Adult Psychoanalysis must meet all the requirements of the IPTAR Adult Psychoanalytic Program and also take courses in CAP.

Requirements specific to the Integrated Track

ITT Candidates are exempt from taking courses in CAP where there are comparable or similar content courses offered in the Adult Psychoanalytic Program. Previous experience and other course work will be evaluated on an individual basis to determine exemption from CAP courses.

ITT Candidates are required to take a one-year infant observation seminar and two courses that specifically address theoretical and clinical considerations in child and adolescent psychoanalysis.

ITT Candidates are required to see two cases each of different ages, one for four times a week and the second for a minimum of three times a week. Candidates can choose their training cases from their place of employment, their private practice, the IPTAR Clinical Center (ICC) and any of the IPTAR On-Site School Programs. Supervision on training cases must be by an approved supervisor for child/adolescent analytic cases.

Note: ITT candidates may also work towards a CAP certificate by completing the CAP requirements on their way to becoming Child Psychoanalysts. Child analytic cases can be used as CAP cases if they meet the CAP requirements of two years. Often ITT candidates see children once or twice a week prior to or in addition to their analytic case and can use their psychotherapy cases as CAP training cases. Fee for supervision on any training case applies to both CAP and ITT.

MATRICULATION STATUS FOR CANDIDATES NOT REGISTERED FOR COURSES

To maintain matriculation status, candidates who completed all CAP courses but have not completed the clinical case requirements and presented their final case, are required to take one course per year. Possible choices are: the monthly Beyond Third Year (BTY) clinical supervision group, any new course that has been added to the CAP curriculum, any of the CAP Open courses, or a course offered in IPTAR's Beyond The Basic Curriculum (BBC) Series.

Matriculation status may be maintained for three years. After three years the candidate and their advisor discuss the status of the two training cases and the candidate's intentions of presenting their final case. A letter of intent is then sent to the Director of Training and approved by the Training Committee to extend Matriculation status.

In order to maintain matriculation status, a yearly matriculation fee of \$150 is required in addition to taking a yearly course. If a candidate does not maintain matriculation by paying their fee within a reasonable period of time following

notification by the registrar, they shall no longer be matriculated. There will be one letter to this effect issued by the Registrar prior to discontinuation of matriculation status as a candidate in the program.

If a candidate finds it necessary to interrupt their coursework or wishes to take a leave of absence from the Program, the candidate must discuss their decision with the Advisor and then follows up with a letter to the Director of Training. The Training Committee determines whether or not Matriculation Status will be granted. If Matriculation Status is not granted and the candidate wishes to resume training at a later date they will have to reapply.

ONE YEAR INTRODUCTION TO CAP PROGRAM

In addition to the CAP certificate program, the Child and Adolescent Program is now also offering a one year Introduction to CAP program. Program consists of four introductory courses offered weekly and it is open to clinicians and adult psychoanalysis candidates in all stages of training. This is an opportunity for candidates who want to learn about working with children and/or about those aspects of childhood that can significantly inform your work with adults. Candidates in the Introduction to CAP program will take courses in: Assessment and Beginning Work with Child Patients and Their Families; Theory and Technique of Child Psychotherapy; Working with Parents; and a Course on Adolescence. These courses are offered on Mondays 8.30-10pm.

If a candidate who has taken courses in the Introduction program subsequently gets enrolled into CAP certificate program the coursework taken in the introduction to CAP will count towards their credits.