

# Eligibility Criteria to Begin UK, ISST-Approved Schema Therapy Training Programmes

Version	Author	Rationale	Date agreed by UK, TPDC	Date of approval by ISST EB
1.0	Arnie Reed	Issued	08/2016	08/2016
1.1	Arnie Reed	Draft review & clarifications	02/10/2019 not agreed	Not necessary as there were no changes requiring ISST approval
1.2	Arnie Reed	Clarifications	03/06/2020	Not necessary as there were no changes requiring ISST approval
1.3	Arnie Reed	To incorporate BACP membership changes	01/07/2020	Not necessary as there were no changes requiring ISST approval

## 1. INTRODUCTION

- a. Access to all UK, ISST-approved schema therapy certification training programmes is open only to applicants who are already qualified practitioners 'licenced' to provide one-to-one psychological therapy to clients. Such candidates will have graduated from a counselling, psychotherapy or applied psychology training programme run by an approved professional body. The training programme will have included research and significant amounts of supervised one-to-one clinical practice within the adult population, culminating in accreditation with that regulatory body, conferring the right to practice one-to-one therapy.
- b. Currently, training and regulatory bodies approved by the UK, ISST-Approved Training Programme Directors Committee as automatically meeting licensing/psychotherapeutic eligibility criteria are the British Association for Behavioural and Cognitive Psychotherapies (BABCP), the British Association for Counselling and Psychotherapy (BACP), and the Health & Care Professions Council (HCPC) in the case of psychologists. In order to automatically meet this eligibility criteria, non-psychologist applicants must be **fully accredited** with the BABCP or BACP. In order to automatically meet this eligibility criteria, psychologist applicants must be registrant practitioner psychologists (clinical, counselling or forensic) on the HCPC Register. Both non-psychologist and psychologist applicants must meet these criteria **before** embarking upon a schema therapy certification programme. There are limited exceptions to this eligibility requirement, and other routes to eligibility are laid out later in this document.
- c. Approved training/regulating bodies, other routes and specific requirements leading to eligibility to begin UK, ISST-approved schema therapy certification programmes are listed below in the following sections.
- d. The candidate, both as a schema therapy trainee and later as an accredited schema therapist must be, and then continue to be, a fully accredited member of the regulatory body that accredited the training programme they attended which in turn conferred the right to practice one-to-one therapy, and their clinical practice must continue to be regulated by it. For example, if an applicant achieved full accreditation with the BABCP and is using this to meet the eligibility

criteria, they must continue to be accredited with the BABCP both during schema therapy certification training and after becoming a certified/accredited schema therapist at any level. Proof of accreditation to one of these bodies will be required by the directors of training programmes and by the ISST.

- e. Psychologist applicants should be registered with the Health & Care Professions Council (HCPC) as a clinical, counselling or forensic psychologist. They are required to maintain their HCPC registration both as a trainee schema therapist and as a certified/accredited schema therapist.
- f. Being fully accredited to the BABCP or BACP or being an HCPC registrant psychologist before embarking on a schema therapy training programme leading to accreditation as a schema therapist will also facilitate gaining and maintaining the required Professional Indemnity Insurance.
- g. As well as licensing/psychotherapeutic eligibility criteria there are also academic eligibility criteria. See the Minimum Academic Standards section for comprehensive detail.

## 2. UK TRAINING/REGULATING BODIES APPROVED BY UK, ISST-APPROVED SCHEMA THERAPY TRAINING PROGRAMMES

### a. British Association for Behavioural and Cognitive Psychotherapies (BABCP)

- i UK, ISST-accredited certification programmes require applicants from the BABCP to hold **full accreditation, before** beginning certification training in schema therapy. An applicant using full accreditation with the BABCP to meet the eligibility criteria must continue to be accredited as such both during schema certification training and after becoming a certified/accredited schema therapist at any level.
- ii The Minimum Training Standards for accreditation of the BABCP include:
  - (1) a minimum of 200 hours of supervised assessment and therapy during training.
  - (2) a minimum of 450 hours professionally related training of which 200 hours should be provided directly by recognised trainers.
- iii **Cognitive Behavioural Psychotherapist (CBP) Provisional Accreditation.** Provisional Accreditation as a Cognitive Behavioural Psychotherapist with the BABCP means that the Entry Criteria and Minimum Training Standards for Accreditation to the BABCP have NOT been achieved; full accreditation is required.
- iv **Cognitive Behavioural Psychotherapist (CBP) Full Accreditation.** Full Accreditation is dependent on submission, 12 months after the date of Provisional Accreditation, of an application for Full Accreditation. Full Accreditation is for a period of five years, after which, accredited members will be required to apply for re-accreditation every five years.
- v The BABCP does not require its accredited members to have undergone personal therapy.

## **b. The British Association for Counselling and Psychotherapy (BACP)**

- i UK, ISST-accredited certification programmes require applicants from the BACP to hold at least MBACP (Accred), before beginning certification training in schema therapy. An applicant using this accreditation with the BACP to meet the eligibility criteria must continue to be accredited as such, or higher, both during schema certification training and after becoming a certified/accredited schema therapist at any level.
- ii MBACP (Accred) accreditation is the basic level of accreditation and is for counsellors and psychotherapists who have successfully completed 450 hours of professional psychological therapy training with an integral student placement element, have been in practice for at least three years, and have accumulated a minimum of 450 hours of practice covered by at least 1.5 hours of supervision per month.
- iii Senior accredited membership (MBACP - Snr Accred). To apply for senior accreditation to the BACP a person must:
  - (1) be a current registered accredited member of BACP and have been accredited for at least three years
  - (2) have been in practice for at least three years and have completed a minimum number of supervised practice hours since their initial accreditation
- iv Registered Member (MBACP): To become a registered member of the BACP, a person must:
  - (1) already be an individual member of BACP
  - (2) currently be in practice, or have practised within the last three years
  - (3) They must also either:
    - (a) have successfully completed and graduated from a BACP accredited course
    - or
    - (b) have passed the BACP Certificate of Proficiency
- v Registered membership (MBACP) does not have accredited status and does not therefore meet UK, ISST-Approved Schema Therapy Training Programmes' eligibility requirements.
- vi The BACP does not require trainees to complete personal therapy. This changed in 2005 when until then, 40 hours of personal therapy was required.

## **c. Health & Care Professions Council (HCPC) / Psychologists**

- i The HCPC operates a list of approved psychology programmes which lead to HCPC registration for successful graduates.
- ii Applications from doctoral or master's level HCPC registrant practitioner psychologists (clinical, counselling or forensic) will be accepted as having met all eligibility requirements but will still be subject to any assessments as required by the directors of UK, ISST-approved training programmes.
- iii HCPC-registered psychologists must provide their HCPC number and date of valid registration.
- iv These criteria must be met before embarking upon a schema therapy certification programme.
- v A practitioner psychologist using HCPC registration to meet the eligibility criteria must continue to be registered as such both during schema certification training and after becoming a certified/accredited schema therapist at any level.

#### **d. British Psychological Society (BPS)**

- i The BPS used to be the regulating body for psychologists but responsibility for this function has now been assumed by the HCPC. Details of the BPS clinical, counselling and forensic psychology divisions are listed below simply for reference. Chartership, or eligibility for chartership with the BPS is not an eligibility requirement to begin a UK, ISST-approved schema therapy certification training programme.
- ii 3 or 4 years full-time (or part-time equivalent) undergraduate level study culminates in the award of BSc /BA and eligibility for Graduate Basis for Chartered Membership (GBC). GBC is required to subsequently pursue applied psychology training programmes usually lasting a minimum of 2 years full-time (or part-time equivalent) at postgraduate level leading to the award of a master's or doctoral degree and eligibility for Chartered Membership of the BPS. Eligibility for chartered membership also fulfils the registration requirements of the HCPC.

#### **e. Clinical Psychology**

- i DClinPsy / DClinPsych programmes in clinical psychology are 3-year full-time doctoral courses.
- ii DClinPsy / DClinPsych programmes in clinical psychology do not specify a minimum amount of supervised practice hours but do require that "Of the total programme time (exclusive of annual leave), at least fifty per cent must be allocated to supervised clinical experience."
- iii DClinPsy / DClinPsych programmes in clinical psychology do not require their trainees to undergo personal therapy.
- iv Some clinical psychologists achieved their qualification before the inception of doctoral programmes and may hold a master's in clinical psychology.
- v Clinical psychologists should be HCPC-registered and provide their HCPC number and date of valid registration.

#### **f. Counselling Psychology**

- i PsychD / DCPsych / DPsych programmes in counselling psychology are 3-year full-time (or part-time equivalent) doctoral courses.
  - (1) A minimum of 450 supervised practice hours are required.
  - (2) A minimum of 40 hours of personal therapy is required.
- ii Master's level programmes in counselling psychology are 2-year full-time (or part-time equivalent) courses.
  - (1) A minimum of 450 supervised practice hours are required.
  - (2) A minimum of 40 hours of personal therapy is required.
- iii Counselling psychologists should be HCPC-registered and provide their HCPC number and date of valid registration.

#### **g. Forensic Psychology**

- i Forensic psychology training programmes are at master's level with an unspecified number of hours of supervised practice.
- ii Training programmes in forensic psychology do not require their trainees to undergo personal therapy.
- iii Forensic psychologists should also be HCPC-registered and provide their HCPC number and date of valid registration.

### 3. UK TRAINING/REGULATING BODIES NOT APPROVED BY UK, ISST-APPROVED SCHEMA THERAPY TRAINING PROGRAMMES

- a. The listing of UK training/regulating bodies in this section simply reflects the research into them by our committee. Applications from members of these training/regulating bodies DO NOT automatically meet the licensing/therapeutic eligibility criteria to begin UK, ISST-approved schema therapy certification programmes as do applications from fully accredited members of the BABCP, BACP and registrant practitioner psychologists (clinical, counselling or forensic) on the HCPC Register.
- b. Applications from members belonging to these organisations or from any other organisation not approved by the UK, ISST-Approved Training Programme Directors Committee will be considered on a **case-by-case** basis by the committee and will be required to meet the Minimum Standards as outlined later in this document.
- c. **HCPC registered psychologists from Health Psychology/ Educational Psychology/ Occupational Psychology/Sport and Exercise Psychology**
  - i. Health psychology, educational psychology, occupational psychology and sport and exercise psychology programmes do not include one-to-one supervised psychotherapeutic practice hours in their curriculums. Applicants from these categories therefore **do not automatically meet the entry criteria** of ISST-accredited certification training programmes.
- d. **British Psychological Society (BPS) Psychological Wellbeing Practitioner (PWP)**
  - i. Psychological Wellbeing Practitioner programmes do not include training in a formal psychotherapy programme which results in accreditation by a professional body to practice independently. Applicants from members of this BPS division therefore **do not meet the entry criteria** of ISST-accredited certification training programmes.
- e. **British Psychoanalytic Council (BPC)**
  - i. The BPC is an umbrella organisation comprising 14 member institutes and registers their members as 'BPC registrants'. Thus, practitioners become registrants of the BPC through their membership of one of the BPC's member institutions. The BPC does not have a category for individual membership. Applications from members of the BPC **do not automatically meet the entry criteria** of ISST-accredited certification training programmes.
- f. **The British Psychotherapy Foundation (BPF)**
  - i. Psychotherapy training is conducted across the four psychotherapy disciplines of Psychoanalysis, Psychoanalytic Psychotherapy, Jungian Analysis and Child and Adolescent Psychotherapy. Applications from members of the BPF **do not automatically meet the entry criteria** of ISST-accredited certification training programmes.
- g. **National Counselling Society (NCS)**
  - i. The National Counselling Society was first set up in 1999 by a group of counsellors, psychotherapists, hypnotherapists and psychologists.

Applications from members of the NCS **do not automatically meet the entry criteria** of ISST-accredited certification training programmes.

**h. UK Council for Psychotherapy (UKCP)**

- i The UKCP includes disciplines such as art therapists who have had no formal one-to-one psychotherapeutic training or supervision. Applications from members of the UKCP **do not automatically meet the entry criteria** of ISST-accredited certification training programmes.

**4. NON-UK ORGANISATIONS AND APPLICATIONS FROM NON-UK APPLICANTS**

- a Applicants from non-UK countries must meet the UK Eligibility Criteria to begin UK, ISST-Approved Schema Therapy Certification Training Programmes.
- b Applications from UK applicants who have gained their training from non-UK universities/organisations will be scrutinised on a case-by-case basis by the UK, ISST-Approved Training Programme Directors' Committee and will be required to meet the 'Licencing'/Psychotherapeutic and Academic Minimum Standards as outlined below.

**5. MINIMUM 'LICENSING' / PSYCHOTHERAPEUTIC STANDARDS**

- a Applications from fully accredited members of the BABCP, BACP and applications from doctoral or master's level HCPC registrant practitioner psychologists (clinical, counselling or forensic) can be accepted without scrutiny into the type of training/supervision they have received. They will though, still have to meet the Minimum Academic Standards eligibility criteria as outlined below.
- b Any applications from members belonging to organisations not approved by the UK, ISST-Approved Training Programme Directors' Committee will be scrutinised on a case-by-case basis by the committee, and will be required to meet the Minimum Psychotherapeutic Standards as well as the Minimum Academic Standards as outlined below, later in this document.
- c. In order to meet minimum 'licencing' / psychotherapeutic standards, graduation from a counselling, psychotherapy or applied psychology training programme run by an approved professional body is necessary. The training programme should include:
  - i A minimum of 200 hours of supervised one-to-one clinical practice within the adult population. This should also include supervised assessment and formulation.
  - ii A minimum of 400 hours professionally related training of which 200 hours should be provided directly by recognised trainers.
  - iii Completion of the training programme must have culminated in accreditation to the relevant regulatory body.
  - iv The applicant must be a fully accredited member of that regulatory body and their clinical practice must be regulated by it.

- v If accepted for training onto a UK, ISST-approved schema therapy training programme the candidate, both as a schema therapy trainee and later as an accredited schema therapist at any level must be, and then continue to be, a fully accredited member of that regulatory body and their clinical practice will be regulated by it.
- d Applicants not automatically meeting the minimum 'licensing'/ psychotherapeutic eligibility standards will be required to produce detailed evidence to the UK Training Programme Director of the programme they applied for, to all other UK training programme directors and possibly later to the ISST, that the training programmes they attended meet the listed criteria below and that the applicant has achieved them.
- e After scrutiny of detailed evidence of qualifications in applications not automatically meeting the minimum 'licensing'/ psychotherapeutic eligibility standards, by the UK, ISST-Approved Training Programme Directors' Committee, a decision will be made by the committee as to whether or not an application meets them. In the case of successful applications, an applicant using accreditation with a particular body to meet the eligibility criteria must continue to be accredited as such both during schema certification training and after becoming a certified/accredited schema therapist at any level.

## 6. MINIMUM ACADEMIC STANDARDS

- a. Applicants applying for a place on any UK, ISST-approved certification training programme are expected to be academically capable of following the rigorous certification / accreditation route for schema therapy and they must hold at least a bachelor's with honours or higher degree in a psychologically-related subject.
- b. Most other ISST-approved international programmes require applicants to hold a master's degree in a psychologically related area. The ISST has granted UK, ISST-approved training programmes dispensation on this and allows a bachelor's with honours or higher degree in a psychologically related subject due to the comprehensive nature of BABCP and BACP training. Thus, this minimum academic requirement is not a stand-alone one; it must be in conjunction with full accreditation with the BABCP or BACP.
- c. Apart from the very limited exceptions specified in later parts of this document, applicants must hold at least a bachelor's with honours degree in a psychologically related subject. Applications from applicants who do not hold such a degree must be processed as detailed within the 'Procedure for Processing Applications Where There is Uncertainty About the Application Meeting the Eligibility Criteria or the application is being processed under the Exceptions for Practitioners Who Hold a Core Qualification in Mental Health' section as laid out later in the document.

## 7. EXCEPTIONS FOR PRACTITIONERS WHO HOLD A CORE QUALIFICATION IN MENTAL HEALTH

- a. Applications from mental health professionals who do not meet the above psychotherapeutic and/or academic eligibility criteria but hold a **core**

**qualification in mental health** may still be eligible to join a UK, ISST-approved certification training programme due to their professional qualifications and experience in mental health. Such applications will be scrutinised on a case-by-case basis by the UK, ISST-Approved Training Programme Directors' Committee. Such professions include mental health social workers, mental health occupational therapists, mental health nurses, nurse therapists, community psychiatric nurses and psychiatrists. Mental health professionals submitting applications under the exceptions rule must meet the following criteria.

- b. Applicants must hold at least a bachelor's degree in their field or a related one (a non-related degree is permissible if the candidate followed a qualification pathway of holding a non-related degree plus health care experience, that leads to accreditation in their profession such as that outlined in para 7.f.ii (1)). Similarly, applicants belonging to the NMC are exempt the bachelor of mental health nursing degree (BN) if they did their training before the introduction of degree courses and were awarded a diploma instead of the degree. [The degree requirement was introduced by the NMC to all new pre-registration nursing programmes from September 2011].
- c. The applicant must be a fully accredited member of their professional body and their clinical practice must be regulated by it. For example:
  - i **Nursing**: Nursing and Midwifery Council
  - ii **Occupational Therapy**: British Association and College of Occupational Therapists (BAOT/COT)
  - iii **Psychiatry**: Royal College of Psychiatrists. (RCP)
  - iv **Social Work** (England): British Association for Social Workers
  - v **Social Work** (Northern Ireland): Northern Ireland Social Care Council
  - vi **Social Work** (Scotland): The Scottish Social Services Council (SSSC)
  - vii **Social Work** (Wales): Care Council for Wales
- d. If accepted for training onto a UK, ISST-approved schema therapy certification training programme the candidate, both as a schema therapy trainee and later as a certified/accredited schema therapist at any level must be, and then continue to be, a fully accredited member of their professional body and their clinical practice will be regulated by it.
- e. Such applicants will be required to demonstrate to the UK Training Programme Directors' Committee and possibly later to the ISST, a comprehensive portfolio spanning several years of comprehensive and well-rounded training (not in-house training), in a psychotherapeutic approach such as CBT, CAT, ACT, (not DBT, mindfulness, compassion-focused, hypnotherapy, coaching, neurolinguistic programming or similar types of training) with at least 200 hours of supervised clinical practice by experts in that area, **before** beginning certification training. See section 8 for detailed procedure.
- f. **More Detail about Specific Mental Health Professions**
  - i **Nursing and Midwifery Council (NMC)**
    - (1) UK, ISST-accredited certification programmes require applicants belonging to the NMC to have achieved a bachelor of mental health nursing degree (BN), or diploma instead, if they completed their training before the introduction of degree courses in 2011. Applicants belonging to the NMC who completed their nurse training before the introduction of the requirement of gaining a BN and were instead awarded a diploma are



deemed to meet the minimum **academic** standard. [The degree requirement was introduced by the NMC to all new pre-registration nursing programmes from September 2011]

- (2) Applications from professionals belonging to the NMC not meeting the stated minimum psychotherapeutic requirements of graduating from a counselling, psychotherapy or applied psychology training programme will be processed under the conditions of the 'Exceptions for Practitioners who hold a Core Qualification in Mental Health' section. They will be required to demonstrate to the UK Training Programme Directors' Committee, and possibly later to the ISST, a comprehensive portfolio spanning several years of comprehensive and well-rounded training (not in-house training), in a psychotherapeutic approach such as CBT, CAT, ACT (not DBT, mindfulness, compassion-focused, hypnotherapy, coaching, neurolinguistic programming or similar types of training) with at least 200 hours of supervised clinical practice by experts in that area, before beginning certification training.

## **ii Mental Health Occupational Therapists**

- (1) Mental Health Occupational Therapists usually need to have successfully completed an approved degree in occupational therapy. This is usually a BSc (Honours). Alternatively, however, holding a 'non-approved' degree, in addition to having relevant healthcare experience enables candidates to take a Postgraduate Diploma or master's in occupational therapy instead, and qualify as a mental health occupational therapist in that way. For example, a person could hold a BA degree in history and therefore qualify for access to the Postgrad Diploma in occupational therapy and subsequently gain qualification as an occupational therapist. The Postgrad Diploma in occupational therapy is usually two years full-time. So, not all occupational therapists will hold a bachelor's degree in occupational therapy. They will however hold a degree in another subject and a Postgraduate Diploma or higher-level degree in occupational therapy and be registered with the HCPC.
- (2) The professional body for occupational therapists is the British Association and College of Occupational Therapists (BAOT/COT). The applicant is required to be registered with the BAOT/COT. There is a statutory requirement for occupational therapists in the UK to be HCPC registered and applicants for UK, ISST-approved training programmes are required to be so.
- (3) Applications from Mental Health Occupational Therapists not meeting the stated requirements of graduating from a counselling, psychotherapy or applied psychology training programme will be processed under the conditions of the 'Exceptions for Practitioners who hold a Core Qualification in Mental Health' section. They will be required to demonstrate to the UK Training Programme Directors' Committee and possibly later to the ISST, a comprehensive portfolio spanning several years of comprehensive and well-rounded training (not in-house training), in a psychotherapeutic approach such as CBT, CAT, ACT (not DBT, mindfulness, compassion-focused, hypnotherapy, coaching, neurolinguistic programming or similar types of training) with at least 200 hours of supervised clinical practice by experts in that area, before beginning certification training.

### **iii Royal College of Psychiatrists (RCP)**

- (1) The professional body for psychiatrists is the Royal College of Psychiatrists (RCP). The applicant is required to be registered with the RCP. Currently, there is no statutory requirement or provision for psychiatrists in the UK to be HCPC registered.
- (2) Applications from psychiatrists not meeting the stated requirements of graduating from a counselling, psychotherapy or applied psychology training programme will be processed under the conditions of the 'Exceptions for Practitioners who hold a Core Qualification in Mental Health' section. They will be required to demonstrate to the UK Training Programme Directors' Committee and possibly later to the ISST, a comprehensive portfolio spanning several years of comprehensive and well-rounded training (not in-house training), in a psychotherapeutic approach such as CBT, CAT, ACT (not DBT, mindfulness, compassion-focused, hypnotherapy, coaching, neurolinguistic programming or similar types of training) with at least 200 hours of supervised clinical practice by experts in that area, before beginning certification training.

### **iv Mental Health Social Workers**

- (1) The professional bodies for UK social workers are: England: British Association for Social Workers; Northern Ireland: Northern Ireland Social Care Council; Scotland: The Scottish Social Services Council (SSSC) and Wales: Care Council for Wales. The applicant is required to be registered with their appropriate professional body. There is a statutory requirement for social workers in England to be registered with the HCPC but there is no statutory requirement for social workers in the rest of the UK to be HCPC registered. However, a Memorandum of Understanding has been agreed between HCPC, the Care Council for Wales, the Northern Ireland Social Care Council and the Scottish Social Services Council (collectively 'the Four Councils') and this sets out a framework for the working relationship between the Four Councils in relation to the regulation of social workers and the approval of social work education across the UK. This agreement allows Welsh, Scottish and Northern Irish social workers to register with the HCPC. Accordingly, all UK Mental Health Social Workers applying for UK, ISST-approved training programmes are required to be registered with the HCPC.
- (2) Applications from Mental Health Social Workers not meeting the stated requirements of graduating from a counselling, psychotherapy or applied psychology training programme will be processed under the conditions of the 'Exceptions for Practitioners who hold a Core Qualification in Mental Health' section. They will be required to demonstrate to the UK Training Directors' Committee and possibly later to the ISST, a comprehensive portfolio spanning several years of comprehensive and well-rounded training (not in-house training), in a psychotherapeutic approach such as CBT, CAT, ACT (not DBT, mindfulness, compassion-focused, hypnotherapy, coaching, neurolinguistic programming or similar types of training) with at least 200 hours of supervised clinical practice by experts in that area, before beginning certification training.

## **8. Procedure for Processing Applications where there is Uncertainty about the Application Meeting the Eligibility Criteria or the Application is Being Processed under the Exceptions for Practitioners who hold a Core Qualification in Mental Health Rule**

- a. For applications where there is uncertainty about whether or not the applicant has met the academic and/or psychotherapeutic eligibility criteria or wishes their application to be processed under the Exceptions for Practitioners who hold a Core Qualification in Mental Health rule, the following procedure should be implemented:
  - i. The Training Director of the programme that the applicant has applied to should request the applicant to provide comprehensive evidence, in the form of a portfolio, that they have met the conditions of the Minimum Standards/ Exception rule. This portfolio should be as comprehensive as possible, including certificates, supporting correspondence and evidence from universities and training organisations and supervisors in order that the UK, ISST-Approved Training Programme Directors' Committee, to whom it will eventually be sent, does not have to continually seek extra detail, evidence or clarification.
  - ii. Once the Programme Training Director is satisfied that they are in possession of all of the relevant information and documents and a decision can be made, they should send it to all other UK, ISST-approved training programme directors including the Chair, to seek a consensus decision.
  - iii. It is the responsibility of the director(s) of the training programme applied for to ensure that only applicants fulfilling the eligibility criteria are allowed onto certification programmes, or where there is some uncertainty over eligibility, to follow the above procedure. It's important to note that if the above procedure isn't followed and a record is not made of the UK, ISST-Approved Training Programme Directors' Committee decisions, a candidate, on achieving the required schema therapy training, supervision and ratings of recorded sessions, might have their application for certification rejected by the UK Regional Certification Coordinator(s) on the grounds that they did not meet eligibility criteria to begin a certification programme.

## **9. APPEAL PROCESS**

- a. Appeal within three months of an eligibility decision can be made to the ISST Certification Coordinator by adhering to the following protocol.
- b. In the event of an appeal, the relevant training programme director, together with the applicant is to put together a case which includes the rationale and detail as measured against the Minimum Standards sections / Exceptions for Practitioners who hold a Core Qualification in Mental Health section in this document. This should include the original portfolio that was reviewed by the UK, ISST-Approved Training Programme Directors' Committee when it arrived at its decision.
- c. If the relevant training programme director does not support the applicant's appeal they should make the Minimum Standard sections available to the applicant so that they can put their own appeal case together. Regardless of who assembles the material for appeal, it should then be transmitted to the Chair of the UK, ISST-Approved Training Programme Directors' Committee who will in turn send it to the ISST Certification Coordinator with accompanying reasons why

the application did not meet the ISST-approved UK eligibility criteria. To facilitate openness and transparency at all stages, all UK training programme directors should be informed directly of the appeal and kept up-to-date during the process. At the end of the appeal process the Chair of the UK, ISST-Approved Training Programme Directors' Committee is to inform all other training programme directors of the ISST Executive Board decision.

## **10. ADVANCED LEVEL CERTIFICATION, TRAINERS, SUPERVISORS & INDEPENDENT RATERS**

- a. Training programme directors should continue to be aware of any ISST policy on restrictions on progression to Advanced level certification and trainer, supervisor and rater qualification if a master's degree is not held. As at 30 July 2019 Jeff Conway confirms that there is no ISST policy but that it is a topic still under Executive Board discussion.

## **11. INTERVIEWS AND ASSESSMENTS**

- a. While not obliged to do so, directors of UK, ISST-approved training programmes may choose to carry out interviews and written assessments by means such as phone, online platforms, face-to-face, et cetera. These arrangements will differ between UK, ISST-approved training programmes.
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