

THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES CLINICAL PASTORAL EDUCATION PROGRAM POLICY NO. 50

SUBJECT: Education Consultation

Responsibility of: CPE Program Coordinator
Originated: April, 1998 Revised: June, 2012 Reviewed: June, 2012

Purpose

To define the process by which the Clinical Pastoral Education Program offers Education Consultation student's enrolled in CPE beyond their first program unit in compliance with ACPE Standard 304.5

Policy

The School of Health Sciences ~ Clinical Pastoral Education will arrange for an educational consultation for CPE students who have completed one (1) unit of CPE in this program at either CPE (Level I) or CPE (Level II) at the student's request.

Definition

A consultation, as defined by ACPE, refers a meeting of persons in which an individual or group seeks feedback and non-binding advice about one's functioning, progress and/or plans in CPE.

Educational consultation for CPE student's refers to a student requested meeting with CPE supervisors and or chaplains from other programs where the student has the opportunity to discuss and receive feedback on their educational goals, progress, and learning needs.

Procedure

1. The CPE Program Director will inform student's enrolled in a second unit of CPE of the opportunity to request and receive educational consultation
2. The SOHS CPE Program may participate annually with CPE programs in the area including the Hospital at the University of Pennsylvania in Philadelphia and the Central Pennsylvania Cluster Educational Consultation Day.
3. Student's may request a place on the consultation day schedule, or request a separate consultation be arrange at any time during their participation in CPE following the completion of the first unit. Students may request consultation anytime after the completion of their first unit of CPE. Requests should be made directly to the program's supervisor.
4. The supervisor may require a consultation as a prerequisite to admission into a subsequent unit of training.

Written Requirements for Consultation

We normally ask CPE student's to prepare a set of materials in advance of the education consultation. The materials presented may vary, but ordinarily consultants will expect to see the following material.

- An Autobiographical Statement
- A copy of the student's written learning goals
- Copies of all the student's self evaluations from previous CPE units
- Copies of all supervisor's student evaluations from previous CPE units
- A sample Verbatim
- A written statement by the student and supervisor clarifying the issues in which consultation is needed.