

Guidelines

PAP, having the professional responsibility regarding Continuous Professional Training and following ethical principles, has defined criteria that govern the training, advanced training and specialization of professional psychotherapists. The criteria are considered necessary and determine the approval and certification process as well as the way of presenting professional qualifications and the provision of services to the public. In addition, they regulate the differentiation of training, which is addressed also to other professionals in the field of psychosocial health.

1. Certification process

Registered Members of PAP who wish to provide educational training programs, claiming the provision of therapeutic or psychotherapeutic services and interventions, must submit an application for approval and certification to the Board of PAP.

Applications for educational two-day, or one-day, or short-term seminars/workshops **up to 30 hours**, must be submitted for approval, in digital form, at least 1 month before the event.

Applications for long-term training programs with **30 or more hours** will be evaluated by the Training-Evaluation Committee and must be submitted, in digital form, at least 3 months before the next final evaluation date. The dates for each year are announced on the website or after contacting the Secretary of the Association.

Training programs that claim a certification from other National or European Organizations are subject to the same application process.

PAP promotes only training programs if they have been approved by PAP's Board and recognizes them as Continuing Professional and Personal Development (SEA).

2. Content of long-term training- applications

a. General information

Description of the training program: Ideological and theoretical background and related psycho/social approach and the topic of the program.

To whom it is specifically addressed: e.g. professional psychotherapists, trainee psychotherapists, or other professionals, or students of humanistic studies

Selection process of participants/trainees

Duration in months or years or units and in educational hours (reference CPD units/credits)

b. Specific educational content – SYLLABUS (according to time frames)

Theory and Methodology	train. hours
Clinical practice group	train. hours (setting)
Clinical practice individual	train. hours
Supervision group	train. hours
Supervision individual	train. hours (if required)
Ethics	train. hours
Graduation - certification process	

- PAP recommends **personal psychotherapy** as a supportive element for reflection during any post-educational psychotherapeutic process. Personal psychotherapy hours do not replace training hours but can be added as an additional qualification.

c. Trainers and Supervisors

Detailed curriculum vitae, relevant qualifications depending on the subject/objective of the educational program. At least 1/2 of the trainers should be recognized Psychotherapists from at least a National or International recognized organization or have at least 5 years of clinical experience.

3. Special Regulations

- Educational hours: A continuing advances training within a time frame of one year must be designed to contain at least 80 educational hours, distributed accordingly and in relation to the educational objective, in all the above-mentioned content elements (theory, methodology, practical training, supervision)
- Training workshops or seminars of short duration (8-30 train. hours) are excluded from point 2.b regarding the disclosure of analytical content.
- Differentiation of participants: Advanced educational programs that wish to be offered to psychosocial professionals, who do not have a comprehensive basic training in a psychotherapeutic approach, must provide special educational/learning elements and conditions to replenish knowledge gaps and practical skills.
- Certification: The certificate clearly states only the participation and attendance of the specific educational program, the hours or credits/SEA units, the organizer and the date of issue. Psychosocial framework professionals who have not completed basic training in a psychotherapeutic approach will only receive a certificate of attendance
- .Educational programs that last 1 year or more (120 hours or more) can be titled "**Specialisation**"

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- f. Training courses lasting 80 hours or more may be entitled "**Advanced training**"
 - g. Advances training programs concerning the psychotherapy of children and adolescents are subject to special regulations

CPD units, net teaching hours are calculated, breaks are deducted.

1 educational hour is equal to 1 CPD unit/ 1 credit.

The training hours and CPD units are calculated as follows:

1 day = 09:00-17:00 = 8 hours from which 2 hours breaks are deducted = 6 ex. Hours = 6 credits

4. Cost of application assessment

The cost for the evaluation of applications is defined as follows:

- Cost for training up to 30 hours €20
- Costs for long-term trainings €50

Please transfer fee to PAP's account together with sending the application