

Accreditation of Prior Learning

This Guideline outlines a route for those who have had training or experience outside of recognised ACAT trainings who wish to demonstrate that their training or experience is either equivalent or greater than the current ACAT requirements. Applicants should consult the appropriate Guidelines for the specific requirements.

There are two routes whereby applicants may wish to have training or experience recognised. All courses may consider instances where an applicant wishes to have past attainments recognised rather than following through all the components that the course offers. This is at the discretion of the course. The second route, which this Guideline addresses, arises where an applicant can make a case that the extent of their training and experience is such that it would be superfluous for them to complete one of the formal trainings offered by ACAT. Examples include:

- An applicant may have completed a substantial part of a CAT Practitioner course but have been unable to complete for personal reasons such as moving out of the area, maternity leave.
- An applicant may have successfully completed a CAT Practitioner course and a UKCP accredited psychotherapy training in another therapeutic framework

This route to membership of ACAT is “non-assured” in that the Coordinator, in consultation with the Training Committee, may at any stage decide for a variety of reasons to refuse to allow the applicant to continue with the process.

1. ADMISSION CRITERIA, APPLICATION, FEES

The Admission Criteria are the same as for Practitioner Training and Psychotherapy Training.

Stages of the Procedure

Application

The applicant should write to the APL Coordinator providing a Portfolio including

- A CV with relevant training and professional experience highlighted.
- 2 referees
- details of their CAT supervisor and arrangements for working with clients.
- An outline of why they are choosing to follow this route, whether they are applying for Practitioner or Psychotherapy recognition, how they meet the criteria and what gaps they perceive to be remaining. This should address: the Syllabus they have followed to date, the length and intensity of their training, their clinical practice, psychiatric placement, and personal therapy. Any formal written work which is the applicant feels should form part of the application can be submitted at this stage with the relevant Examination fee.
- An application fee

The Coordinator either accepts or rejects the application at this stage. Rejection is likely to occur where an applicant for the Practitioner Award demonstrates little experience of CAT and where there is a Practitioner Training in their region. An applicant for the Psychotherapy level is likely to be rejected where s/he has not completed an equivalent amount of training to a formal Psychotherapy training with another organisation.

Interview

Where the Coordinator accepts that the applicant has a prima facie case to be considered, s/he arranges for the applicant to be interviewed by two members of ACAT. The purpose of the interview is to consider whether the applicant has the educational and personal qualities outlined in the Practitioner and Psychotherapy Guidelines. Depending on the outcome of the interview the Coordinator can

- In exceptional cases, accept the application, arrange for the marking of any written work, and ask the Exam Board to make a final decision
- accept the application but invite the applicant to do further work before resubmitting. The applicant should then establish a relationship with a Portfolio Tutor in order to do this work.
- reject the applicant at this stage, giving reasons. This decision is final.

Portfolio Tutor

If the applicant is accepted but asked to do further work they then find a Portfolio Tutor. The role of the Portfolio Tutor is to look at the applicant's Portfolio and with them to clarify the gaps in training and experience. Their task is to focus on learning goals, progress through the procedure, specific areas of concern, difficulty or interest, aiming to facilitate their successful completion of the process. With the advice of the Portfolio Tutor, the applicant then writes a proposal outlining how they will fill the gaps in their experience. In preparing this proposal the Guidelines for Practitioner and/or Psychotherapy Training should be consulted.

Submission of the proposal

This proposal is presented to the APL coordinator who will either scrutinise it personally or delegate this task to such members of the Committee as seem appropriate.

Following scrutiny of the document the APL coordinator will either accept the proposal or specify additional requirements. In scrutinising the case and setting out further experience the Coordinator will refer to the relevant guidelines.

The additional requirements may include: - Further supervised practice, further hours of academic input, further hours of personal therapy, demonstration of competence by any/all of written examination, viva examination, submission of case reports, submission of dissertation(s). ACAT will be under no general obligation to make it possible for the applicant to meet the additional requirements.

Meeting the objectives specified in the proposal

The portfolio tutor will remain available to the applicant while s/he undertakes the objectives specified by the proposal or by the Coordinator.

Once the applicant has, in the view of the portfolio tutor satisfied the requirements the relevant application will be resubmitted to the Coordinator

Completion of all requirements.

Once the applicant has successfully completed all the requirements s/he will submit the evidence for this to the Coordinator. This will include, where appropriate, evidence of:

- Having met the personal therapy requirement
- Supervisors reports
- Notification of the psychiatric placement.
- Examiners marks and comments on written work.

The Coordinator will consider the application in consultation with members of the Training Committee. If s/he is satisfied that the requirements have been met then the relevant documents will be passed to the Examination Board of ACAT for approval.

If the Coordinator is not satisfied that the requirements have been met then either, a further set of requirements may be imposed and the applicant invited to resubmit the documents, or, the Coordinator may tell the applicant that their application for APL/CAT has been unsuccessful.

Fees

Fees will be chargeable at different stages of the APL procedure in order to cover the costs of processing the application. Please see a separate leaflet for the existing fees.

For application

For the interview

Registration with ACAT

Portfolio tutor

Marking of written work

Examination Board

2. SYLLABUS

See Practitioner and Psychotherapy Training guidelines for an outline of the areas that a successful applicant will cover.

3. LENGTH AND INTENSITY OF TRAINING

Reference should be made to the hours specified under **Teaching Structure** in the relevant Guidelines in order to clarify the appropriate length and intensity of training that an applicant needs to demonstrate.

Some attendance at CAT specific training opportunities is mandatory. It could include introductory weekends, attending the annual CAT conference or other local CAT events. Attendance at other courses should be presented as numbers of hours spent at courses of instruction.

4. CLINICAL PRACTICE

Clinical Supervision

See Practitioner and Psychotherapy Training

Contact with Patients

See Practitioner and Psychotherapy Training

5. PSYCHIATRIC PLACEMENT

See Practitioner Training.

6. PERSONAL DEVELOPMENT

Reference should be made to the Practitioner and Psychotherapy Guidelines. It is recognized that trainees may already have had previous experience of other forms of psychotherapy or may be already engage in personal psychotherapy and this will be taken into account when discussing individual programs for self-development with the Portfolio Tutor.

7. ASSESSMENT

The applicant must demonstrate that they have met the written requirements outlined in the relevant Guidelines.

Marking

All written work shall be forwarded as each piece is completed to the coordinator who will then find two examiners at the appropriate level to mark the work.