

Residency Program Description Level I & II CPE

A. Certification of Training

Successful completion of a minimum of 1600 hours of supervised learning will provide the participating residents with credit for four units of Level I and/or Level II CPE. According to the Standards of ACPE* a unit of training is at least 400 hours of which at least 300 are clinical experience and 100 are group and individual instruction. At St. Luke's each unit will include more than the minimum hours of training.

B. Time Structure of Program

1. Twelve consecutive months, beginning the first week of June and continuing through May 31 of the following year. The residency will begin with a two-week orientation. There will be six periods of "hiatus" during the year of training when residents may take vacation leave. However, if vacation leave is not taken during these periods, the resident will be expected to provide spiritual care to assigned units. The total time required for the Residency, including the educational experience of 1600 hours noted in the section above, will be 2080 hours.
2. The resident will work assigned shifts as chaplain to the Medical Center for a total 40 hours each week including class time. These shifts may include both weekday evenings (M-F 3:00 pm – 11:30 pm or 11:00 pm – 7:30 am) or weekends (7:00am – 3:30 pm, 3:00pm – 11:30 pm, or 11:00 pm – 7:30 am). The resident is expected to do rounds and respond to emergency calls in the medical center while on shift.

The resident will be required to provide pastoral care to their assigned units during their shifts and to the medical center between units and during holiday breaks as assigned, unless the resident is taking paid time off.

3. The Supervisor, interns, and residents will enjoy a mid-summer retreat in the beautiful Sawtooth Mountains or a float trip.

C. Clinical Pastoral Assignment/Responsibility

1. During orientation, residents will have an opportunity to express preference for assigned patient units within St. Luke's Regional Medical Center (Boise, ID), St. Luke's Meridian Medical Center (Meridian, ID) based on the residents' learning goals. These assignments will be considered the resident's "parish" (which may be shared with staff chaplains who will clinical partner with the resident). During the year, based on the residents learning goals and needs, assignments may need to be renegotiated.
2. The resident's immediate responsibility as a member of the health care team is always to the charge nurse on duty, the department director, or the nursing supervisor for any treatment concerns. Residents work with a staff chaplain who is the Clinical Partner with the resident on their assigned units. Ultimately the resident is responsible to the ACPE Supervisor for ministry and training concerns.
3. The resident should expect a full year of learning activity and not make arrangements for outside employment or other work activities.

D. Seminars & Supervision

Following an 80-hour orientation (first two weeks), there will be regularly scheduled seminars each week:

1. Verbatim Seminars: (1-1½ hours) One resident will be responsible at each seminar for presentation of clinical materials (verbatim reports) from a pastoral care relationship for group supervision.
2. Human Relations Lab: (1½-2 hours) Open agenda; peer group interaction for any personal, professional, or interpersonal concerns.
3. Didactic Seminars: (1-1½ hours) Each presentation will be made by the ACPE Supervisor, staff chaplains, hospital staff, or other community resource persons.
4. During each Unit of the residency there will be learning modules that emphasize listening skills, interfaith ministry, cross cultural ministry, professional development and preparation for the APC certification process.
5. Required individual supervisory sessions with the ACPE Supervisor where the agenda is primarily the resident's to discuss personal and professional concerns and clarify learning issues.

E. Written Work & Other Responsibilities

1. Preparation of verbatim reports or other clinical material for presentation to assigned verbatim seminar.
2. Preparation of weekly summaries or other materials as requested for individual supervision.
3. Sharing responsibility for worship services in rotation with CPE group.
4. Written book reports will be required each unit. The ACPE Supervisor will make individual assignments and suggestions.
5. Written papers which discuss philosophy of ministry, theodicy, personality development, spiritual care practice, and other written assignments within the curriculum.
6. Written mid-unit and final evaluations during each unit that assess progress will be prepared and shared with the training group.
7. Reporting of ministry that helps the department with statistical measurements, continuity of care, and quality improvement.

F. Admission to Program

Admission is based on:

- A completed ACPE application with a \$25.00 application fee.
- An admission interview with a qualified interviewer. A personal interview at St. Luke's CPE Center is preferred.
- High school diploma or GED equivalent. A Master's of Divinity from an accredited seminary or its equivalent, or ordination in a recognized Jewish seminary is required.
- Successful completion of a previous unit of CPE is required.
- A proven aptitude for interpersonal work, sound mental/emotional health, and the ability to minister in a cross-cultural, interfaith setting.

G. Stipend & Benefits

The Resident is a non-exempt limited duration employee of St. Luke's Regional Medical Center. For 2008-2009 Residents will be paid \$12.84 per hour, plus overtime and shift differential.

Benefits: Medical coverage through St. Luke's; Paid Time Off; discounts on meals at medical facilities, and many other benefits that will be explained upon successful admission to the CPE Program.

H. Costs

- A non-refundable \$25.00 application fee submitted with ACPE application (credited toward tuition)
- A \$300.00 non-refundable deposit upon acceptance to the Residency Program (credited toward the first unit's tuition, remaining balance of \$275.00 due on the first day of the first unit)
- \$600.00 tuition for the first unit
- \$350.00 tuition for each sequential unit
- Books required during the year's training: \$130.00

I. St. Luke's Staff:

1. Thomas Aronson, Director
Department of Spiritual Care Services
LCSW
2. Rev. Rich Gorman, Clinical Supervisor
Department of Spiritual Care Services
Board Certified Chaplain, Association of Professional Chaplains
3. Rev. Richard (Alex) Chamberlain, Staff Chaplain
Board Certified Chaplain, Association of Professional Chaplains
4. Rev. Brian Greenwood, Associate Chaplain, Hospice
5. Rev. Cheryl Haney, Chaplain/OR Liaison
Affiliate Member, Association of Professional Chaplains
6. Greg Nealon, Associate Chaplain
7. Karla Nielsen, Staff Chaplain
Affiliate Member, Association of Professional Chaplains
8. Kelly Loy, Staff Chaplain
Affiliate Member, Association of Professional Chaplains

J. National/Regional Offices

ACPE Executive Director:
Rev. Teresa E. Snorton, D.Min.
ACPE, Inc.
1549 Clairmont Road, Suite 103
Decatur, GA 30033
(404) 320-1472

ACPE Pacific Region Director:
Rev. John Moody
1245 Young Street Suite 204
Honolulu, HI 96814
(808) 591-6556
phm@pacifichealthministry.org

*Standards can be found on the Web at www.acpe.edu.