



**UK Association for Humanistic  
Psychology Practitioners**

## **Full Accredited Member Psychotherapeutic Counsellor**

*(UKAHPP Register of Humanistic Psychotherapists and  
Psychotherapeutic Counsellors)*

## **Detailed Accreditation Criteria**

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### **Introduction**

All Psychotherapeutic Counsellor Accreditation applications will be processed by the Membership Committee for entry on to the *UKAHPP Register* before Accreditation verification is conducted by the Accreditation Committee.

UKAHPP Full Accredited Membership in the category of Psychotherapeutic Counsellor (Registered) is open to applicants who have successfully completed a full level 6 graduate practice based training programme in a Humanistic Psychotherapeutic Counselling approach **OR** an equivalent portfolio of level 6 graduate trainings including a substantial training in a Humanistic Psychotherapeutic Counselling approach.

Any accreditation criteria not covered in a training programme are to be evidenced by completion of additional graduate level 6 modular training with qualifications. Applicants are normally expected to apply for accreditation within 2 year of graduating.

Applicants are required to demonstrate that they have attained sufficient knowledge and experience in accordance with the published accreditation criteria and for this to be reflected in all aspects of their application and for documentary evidence to be submitted to confirm that all aspects of the required criteria have been successfully completed - this may include copies of qualification certificates, course handbooks, curriculum statements, letters of confirmation from academic and training organisations etc.

The UKAHPP is an Organisational Member of the UK Council for Psychotherapy (UKCP) and its standards of training and education for Psychotherapists comply with UKCP Registration requirements. The UKAHPP has the facility to submit the name

of applicants who have successfully attained Psychotherapist Accreditation for inclusion on the UKCP Register with the Psychotherapeutic Counselling and Intersubjective Psychotherapy College (PCIPC) and for their practice to be governed by under the UKCP Central Complaints Procedure. An additional fee applies. The UKCP: PCIPC Standards of Education and Training are available if requested.

## 1. Minimum Curriculum

1.1 Training must equate to **level 6** or above of the *Quality Assurance Agency (QAA): Framework for Higher Education Qualifications of UK Degree-Awarding Bodies* (Bachelor's Degree, Graduate Diploma; Graduate Certificate).

1.2 As other frameworks exist and may vary, applicants are responsible for providing evidence in the form scanned certificates, course handbook/syllabus and letters of confirmation from course providers that their training equates to level 6 of the QAA framework.

1.3 To be accredited as a psychotherapeutic counsellor an applicant is required to have successfully graduated from a recognised counsellor training course(s) of at least *2 years (full-time)* and normally not less than *3 years* and no longer than *7 years (part-time)* comprising of a minimum of **450** direct tutor contact hours (skills and theory).

## 2. Curriculum Content

### 2.1 Theory and Practice

- The theory and practice of a core Humanistic Psychotherapeutic Counselling approach or integrative approach with a Humanistic grounding, from initial contact and assessment to discharge and follow up
- Theory of human nature and the mind
- Theory of change and personal development
- The significance of the therapeutic relationship and the therapeutic process
- A model of gendered and culturally influenced human development
- Client presenting problems and the limits of Psychotherapeutic Counselling
- A critical and informed analysis of Humanistic Psychotherapeutic Counselling approaches against alternative therapeutic modalities including Psychoanalytic and Cognitive Behavioural concepts and approaches
- Models of evaluation and audit
- Awareness of different modalities and approaches
- The therapeutic relationship and the theory of change
- Mental Health consideration, risk assessment and the limitations of Psychotherapeutic Counselling
- Ethical and Confidentiality considerations
- Safeguarding awareness
- Psychotherapeutic Counselling and the law
- Research methods relevant to Psychotherapeutic Counselling

1.4 Applicants will demonstrate an understanding of difference and the ability to accommodate within the therapeutic relationship issues of diversity relating to:

- Cultural and Ethnic diversity and equality.
- Sexuality and gender differences.
- Mental Health issues
- Different aspects of ability
- Spiritual difference.
- Class and Social differences.

## **2. Learning Outcomes**

### **2.1 The Personal Development**

2.1.1. The ability to apply learning, drawing on personal therapy, experiential and theoretical learning; in addition to clinical practice and clinical supervision.

2.1.2. A capacity for self-reflection to engage with the practitioner's own personal process and at a depth congruent with the work being undertaken

2.1.3. To critically reflect on psychotherapeutic processes from own perspectives of counsellor, client and student and evaluate implications for therapeutic practice.

2.1.4 To appreciate the integration and limits of different approaches to practice.

### **2.2. Development of Intellectual Ability**

2.2.1 Knowledge of theoretical models of psychotherapeutic counselling including core assumptions, views of the person, human development, theories of change, psychology of the human mind, working with diversity and equalities and mental health risk assessment.

2.2.2 The study of how theories and processes such as the therapeutic relationship underpin the practice of psychotherapeutic counselling from referral, through assessment to the conclusion of therapy.

2.2.3 Knowledge of the implications of various theoretical concepts within a wide range of practice settings and client groups including longer term and short term work. This includes an ability to develop and sustain working relationships with other professional individuals, teams, departments or agencies involved with and engaged in the welfare of clients, while maintaining professional boundaries according to the UKAHP Code of Conduct and Ethical Principles.

2.2.4 Demonstrate an understanding and awareness of the origins of psychological distress through approaches such as Attachment Theory.

2.2.5 To critically analyse different theoretical modalities and approaches from a Humanistic perspective and where possible, integrate learning within core Humanistic approach to enhance therapeutic practice.

2.2.6 To be able to set theory within a wider theoretical perspective

2.2.7 To draw conclusions about aspects of current counselling research and relate implications to therapeutic practice.

2.2.8 To critically review and reflect on practice considering theoretical underpinning and recognising limits to knowledge.

2.2.9. To demonstrate a conceptual understanding and critical analysis of psychotherapeutic counselling practice within an ethical framework and context.

2.2.10 A general knowledge of research methods relevant to psychotherapeutic counselling and the development of critical thinking and research skills as applied to Humanistic Psychology and their core approach.

## **2.3 The Development of Practice and Transferable Skills**

2.3.1 To demonstrate the ability to choose an appropriate therapeutic response and evaluate the outcome from both client and counsellor perspectives.

2.3.2 To demonstrate the capacity and ability to bring awareness of personal and inter-personal processes to the therapeutic relationship, taking into account the social and cultural context of their clients.

2.3.3 Within the complex and unpredictable nature of practice apply appropriate knowledge and skills to manage problem situations.

2.3.4 To communicate in a professional manner and produce detailed and coherent verbal and written case studies and essays that integrate theory and practice.

2.3.5 To interact effectively with a learning or professional group and negotiate within either setting and manage conflict.

2.3.6 With minimum guidance manage own learning in order to make appropriate use of learning resources, personal therapy and clinical supervision to practice as an independent counsellor.

2.3.7 To demonstrate the capacity to negotiate appropriate contracts and maintain boundaries within the different stages of the psychotherapeutic counselling relationship and process.

2.3.8 An understanding of severe psychopathology and ability to demonstrate knowledge of how to recognise this in an initial interview, and how to access appropriate referral pathways and sources in both the public and private sectors.

2.3.9 An ability to undertake a risk assessment of a client with mild, moderate or severe Mental Health issues, and refer on where and when appropriate,

2.3.10 To assess client issues against personal competence and training and to know when it may be necessary to refer cases to another professional or specialist service.

2.3.11 A general knowledge of research methods relevant to psychotherapeutic counselling, and the ability to demonstrate they can draw conclusions about aspects of current counselling research and relate the implications to therapeutic practice.

2.3.12 Understanding of statutory and regulatory requirements pertaining to professional practice and the ability to accommodate such provision within practice.

2.3.13 Awareness of ethical issues and the ability to address ethical dilemmas.

### 3. Case Study

3.1 Applicants are required to have submitted during training a substantial piece of written work on a psychotherapeutic counselling related subject and a case study of 4,000 word (= - 10%) each - this excludes any prerequisite entry requirements, individual therapy, personal study and peer group work.

3.2 The UKAHPP Accreditation Committee reserves the right to ask applicants to submit a case study if not included in their core training. The Accreditation Committee may request the completion of a session transcript or call an applicant for interview if aspects of the criteria cannot be verified by other means.

### 4. Supervised Practice

4.1 The applicant must have regular supervision of client casework at all times whilst in practice and must provide a **Supervisor's Report** in support of their application. More than one report can be provided.

4.2 For any client-work conducted during training and for at least the first 5 years post-training, UKAHPP requires the supervision to be provided by a more experienced practitioner, preferably on a one-to-one basis.

4.3 Applicants are required to maintain a minimum caseload during training equivalent to **3** clients per week and 6 clients per week post accreditation in accordance with the *UKAHPP Continual Professional Development and Supervision Policy*.

4.4 Applicants for psychotherapeutic counsellor accreditation will have completed **450** supervised client contact hours with a range of short to medium term adult clients, with a minimum of **100** hours pre qualification at a ratio of **1** hour of supervision to **6** client contact hours.

4.5 Group supervision can be used in the calculation of supervision hours up to one-third of the required **450** supervised practice hours.

4.6 The amount of group time that can be counted equates to twice the time of the supervision session divided by the number of participants. For example a **2** hour group of **4** supervisees equates to  $120/4 \times 2 = 1$  hour (60 minutes).

4.7 Peer supervision is not to be included in the calculation of supervised practice hours.

4.8 A Supervisor's Report will be submitted for all current supervision received. The UKAHPP Accreditation may request reports from previous supervisors if the duration of current supervision is less than **12** months.

4.9 Psychotherapeutic counselling supervision is not line management and should be clearly distinguished from such.

4.10 An applicant's supervisor will not be the same person as their therapist, manager or trainer.

4.11 Applicants agree to increase the frequency of psychotherapeutic counselling supervision if carrying a high caseload or having a high stress level.

4.12 The UKAHPP does not provide accreditation for psychotherapeutic counsellors working with children and young adults under the age of **18 years**.

4.13 UKAHPP will however consider applications for accreditation from psychotherapeutic counsellors who have a small adult caseload in the private or public sector and have a substantial caseload of young people of secondary school age (11 years and over) provided that they are employed in school or other recognised formal settings where the employing organisation sets conditions and takes responsibility for the applicant's psychotherapeutic counselling work with young people and guardians.

4.14 Minimum conditions are that the applicant's employing organisation provides the applicant with appropriate training, continual professional development, supervision separate from line management, indemnity insurance, conducts appropriate Disclosure and Barring Service (DBS) checks and publishes requirements for child protection including access to a child protection officer.

## 5. Personal Therapy

5.1 Applicants are required to undertake a minimum of **105** hours of face-to-face personal therapy preferably with the same therapist normally running concurrently with their core training and within **2** years of graduating.

5.2 The therapy received must be consistent with the applicant's own theoretical model, to the same extent and frequency as the applicant provides to clients.

5.3 An applicant's therapists must be different from their supervisors, trainer or manager.

5.4 UKAHPP recommends personal therapy is resumed for personal development and health purposes as necessary.

## 6. Humanistic Practice Statement

6.1 Applicants are to provide a statement of approximately 1,000 words about their orientation as a Humanistic Psychotherapeutic Counsellor.

## 7. Referee's Statement

7.1 Applications are to provide a valid **Referee's Statement** from an experienced professional in the support of their application. The referee should not be related to the applicant or be their supervisor, trainer or therapist. The referee is to send the completed and signed statement directly to the UKAHPP.

## 8. Professional Indemnity Insurance

8.1 Applicants are required to confirm that they have adequate professional indemnity cover for their practice provided by their employer/place of work or hold appropriate indemnity insurance if in private practice.

## 9. Continual Professional Development (CPD)

9.1 The UKAHPP requires applicants to provide evidence of a continuing curiosity and commitment to personal and professional development as a post accreditation requirement – including the period between attaining UKAHPP Registration and submission of UKAHPP Accreditation application.

9.2 Applicants who have been in practice for a period greater than **12 months** since completing their Psychotherapy training, are required to list CPD events undertaken during this period.

9.3 Applicants who have held UKAHPP Registration for a period greater than **12 months** at the time of their UKAHPP Accreditation application are required to list CPD events undertaken during this period - a minimum of **250 hours** over a **5 year** period with a minimum of **20 hours** within any given year.

9.4 All UKAHPP Registered and Accredited members are required to demonstrate a lifelong commitment to CPD - See *UKAHPP Continual Professional Development and Supervision Policy* for post accreditation requirements.

## 10. General

10.1 Applicants will be notified within 14 days of their application being assessed, whether they have been awarded accreditation or if additional information is required. If the Accreditation Committee is unable to reach a decision based on the written application, the applicant will be invited to attend an interview with two



members of the Accreditation Committee to address the issues requiring further clarification. Applicants will be notified within 14 days of the outcome of the interview.

10.2 Initial application fee will include your annual subscription fee (if not already a UKAHPP member) until subscriptions as advertised on the UKAHPP website fall due on 1 January following the date of your accreditation is finalised and which will run for 12 months.

10.3 All accredited members will be included on the UKAHPP Register of Humanistic Psychotherapists and Psychotherapeutic Counsellors as part of their annual subscription. Registration is renewable annually.

10.4 If you wish your name to be included on the UKCP Register as a Psychotherapeutic Counsellor an additional fee will be added to your UKAHPP Annual Subscription.

10.5 Accreditation as Psychotherapeutic Counsellor is granted for five years after which re-accreditation must be applied for.

10.6 Applicants must agree to abide to the UKAHPP Code of Practice and Ethical Principles under the UKAHPP Complaints Procedure as published on the UKAHPP website.

10.7 Accredited Psychotherapeutic Counsellors are required to complete and return to the UKAHPP an Annual Renewal Declaration and abide by Quality assurance checks as requested.

## 11. Application

11.1 Applications are to be submitted on the latest version of the *Application Form* in 12 point black **Arial** font and returned with supporting documents as **PDF** email attachments to [admin@ahpp.org.uk](mailto:admin@ahpp.org.uk) with the application fee of £200 payable to '**UKAHPP**'. For BACS payment details please contact the UKAHPP Administrator at the above email address.

11.2 As Psychotherapeutic Counsellor Accreditation incorporates inclusion on the UKAHPP Register of Psychotherapists and Psychotherapeutic Counsellors, applications will automatically be processed for Registration before the Accreditation process is initiated.

## 12. Check List

12.1 Please ensure you complete all sections of the application form (most recent version) including and ensure that supporting documentation such as certificates and course literature is submitted evidencing satisfactory completion of all practice based and Minimum Curriculum requirements including:

- Evidence of Level 6 QAA Framework graduate training and qualification – Certificates etc as *PDF* attachments
- Case Study (4,000 words)



- Humanistic Practice Statement (1,000 words)
- Professional Indemnity Insurance evidence
- Complaints and conviction details (if applicable)
- Supervisor's Report – signed by supervisor and supervisee
- Referee's Statement
- Evidence of UKAHPP Registration – if applicable
- Non-refundable fee of £200 – Payable to 'UKAHPP'.

## 13. Unsuccessful Applications

13.1 Unsuccessful applicants may submit a written request to the Chair of the UKAHPP Accreditation Committee for the decision to be reviewed by the Accreditation Committee. Evidence is to be provided as to how identified omissions to the published criteria for Psychotherapeutic Counsellor Accreditation have been complied with. The UKAHPP Accreditation Committee's decision will be final.

13.2 The UKAHPP Accreditation will stipulate a time deadline if accreditation is deferred pending the submission of additional information or completion of identified omissions and further professional development requirements.

13.3 A new application may be submitted 12 months after the notification of an unsuccessful application.

## 14. Data Protection

14.1 The UKAHPP will hold information provided by applicants in accordance with Data Protection requirements and will delete information relating to unsuccessful applications from its records 18 months following submission.

## 15. Public Protection

15.1 To enhance public protection and the promotion of confidence, the UKAHPP will share and seek information about the professional standing of accredited and registered members with other register holders and professional organisations.

**The UKAHPP Administrator (*Accreditation Committee*)**  
**Box BCM AHPP**  
**27 Old Gloucester Street**  
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