

File Review

FOR CERTIFICATION AS A PLAY THERAPIST (CPT)

The membership categories of Certified Play Therapist (CPT) are specialized categories of membership in the Canadian Association for Play therapy (CAPT).

The **File Review** is used to provide those pursuing certification with a review of their educational and professional training in relation to the requirements for certification as a CPT.

PLEASE REVIEW CURRENT CERTIFICATION STANDARDS BEFORE SUBMITTING YOUR FILE FOR REVIEW.

No material submitted will be returned. Do not submit original documents with the file review. These will be needed when you submit your application for certification. Please retain a copy of this file review and your supporting documentation as you may need this material when you apply for certification.

After review of your material, a letter will be sent to you indicating your standing relative to the standards for certification as defined by CAPT.

Please send your completed file review form and supporting documentation directly to CAPT, attention the Certification Chair. The address is on the Contact page of the website.

Payment for a file review is \$60.00 plus HST (\$67.80) to **CAPT office. Payment can be made by cheque, credit card or etransfer.**

(Revised 2018)



Certification Standards

Certified Child Play Therapist (CPT) (Revised October 2018)

1. Membership:

- a) Maintain status as a member-in-good standing with CAPT and comply with the CAPT Code of Ethics.
- b. Maintain status as a certified, licensed, or registered member-in-good standing with a license to independently provide clinical mental health services in a Canadian professional association or governing body.
- c. CPT members are required to provide proof of valid liability insurance through a professional insurance provider annually.
- d. CPT members are required produce a recent (within 6 six months of Certification enrollment), Police Certified Criminal Record with Vulnerable Sector check, which is updated in the event an offence occurs on your record

2. Education:

A minimum of a Masters Degree in an appropriate mental health discipline from an accredited institution or full membership in a regulatory professional body that governs psychotherapists.

- a. Must have completed under-graduate or graduate level courses in the following areas:
 - 1) General Concepts and Principles of Child Development: biological, psychological, and social development
 - 2) Child and Adolescent Behavioural Disorders/Psychopathology: abnormal child psychology
 - 3) Theories of Personality: understanding of personality development
 - 4) Legal, ethical, and professional issues: applicable Provincial and National legal practices, including family law/child welfare/mental health legislation and her/his specific discipline's ethical code and standards of practice.
- b. Must have completed one (1) graduate-level course in General Concepts and Principles of Psychotherapy: individual, family, and group psychotherapy.

3. Foundation Child and Play Therapy Training:

- a. Must have completed at least 180 hours of graduate-level course work specific to the area of child psychotherapy/play therapy from the CAPT Certificate Program, from CAPT Approved Providers, from an institute of higher learning, or from other training programs or workshops, that will include the following areas:
 - 1) Play Therapy Theory and Approaches (60 hours)
 - 2) Play Therapy Techniques (60 hours)
 - 3) Play Therapy Special Populations (60 hours)
- b. If all or part of Foundation Play Therapy Training occurred outside of the CAPT Certificate Program or CAPT Approved Providers, the applicant may challenge some or all the Foundation Play Therapy Training hours by submitting this request to the Education Committee.
- c. The challenge process includes an evaluation of the educational experience with suggestions for the applicant to ensure that these educational experiences are equivalent to those in the approved and accredited CAPT Foundation Training. Details on this process are located on the Prior Learning Assessment and Exemption (Form C) on the CAPT Certificate Program page on the CAPT website.
- d. In each of the 3 categories specified above, 45 of the 60 hours (75%) must be taken as face-to-face live training in the same physical space.

4. Clinical Practice Hours (minimum of 2000 clinical practice hours):

- a. Must complete 2000 direct on-site hours of supervised general clinical experience, not more than 1000 hours of which may be accrued prior to the completion of a Masters Degree, and
- b. Must have completed at least 500 hours supervised experience specific to child psychotherapy/play therapy. These hours must be completed while under the supervision of a formal CAPT supervisor (CPT-S). These hours may be included within the supervised general clinical experience hours. They can only be accrued after the applicant has graduated with a Master Degree

5. Clinical Supervision relating to child psychotherapy/play therapy:

- a. Must participate in a minimum of 50 hours of clinical supervision specific to the practice of child psychotherapy/play therapy that is conducted by a certified CAPT supervisor (CPT-S).
- b. A minimum of 10 hours of the 50 hours need to be direct, one-on-one supervision by a CPT-S. That is, the supervisee's clinical work is directly observed by the supervisor, either by one-way mirror, videotape, or co-counselling.
- c. Up to 20 hours of the 50 hours can be group supervision run by a CPT-S with the group being no larger than 6 people.
- d. A minimum of 10 hours of the 50 hours must be from the same CPT-S.
- e. Written verification of these hours is required recorded on the Clinical Supervision Tracking Form. These hours can only be accrued after the applicant has graduated with a Masters Degree.

6. References:

- a. Must submit two (2) references from supervisors who have witnessed the applicant's clinical practice using child psychotherapy/play therapy. At least one (1) reference must be from a formal CAPT supervisor (CPT-S) who has supervised this candidate for a minimum of 10 hours. In addition to these two letters of reference, all hours of clinical practice and supervision must be verified in writing using the Clinical Supervision Tracking Form.
- b. Must submit two (2) references from colleagues who are familiar with the applicant's clinical practice. At least one (1) reference must relate specifically to the applicant's practice in child psychotherapy/play therapy.

7. Interview and Submission of Video Recordings:

- a) The Certification Committee, or any CPT-S providing more than ten (10) hours of supervision to an applicant, may request the applicant to submit unedited video recordings of her/his therapeutic work (2 therapy sessions).
- b) The Certification Committee may request that the applicant participate in an interview with the Certification Committee in support of her/his certification application.

8. Submission of Essay

Must submit a 750 to 1000-word essay detailing how your theoretical orientation informs your approach in a specific case example.

9. Requirements once certified

CPTs are required to obtain 12 hours of continuing education every year to maintain certification with CAPT. This continuing education must be related to the theory and practice of child play therapy.

FILE REVIEW APPLICATION

Member Number: _____

Name: _____ Date _____

Address: _____

City _____ Prov. _____ Postal Code _____

Telephone: HOME: _____ BUSINESS: _____

Fax: _____ E mail: _____

Which number do you wish to be publicly available?

Home: _____ Business: _____ Both: _____

1. DESIGNATION BEING PURSUED:

Child Play Therapist (CPT): _____

2. MEMBERSHIP

a) Member of CAPT since (month/year) _____

ONLY THOSE PERSONS WITH FULL CURRENT MEMBERSHIP IN
GOOD STANDING WITH CACPT CAN APPLY FOR CERTIFICATION

b) Please list all professional licenses/certifications/professional memberships which you currently hold.

3. EDUCATION

a) Please list diplomas and degrees-For certification as a CPT, must have a minimum of a master's degree in an appropriate discipline or a medical degree from an accredited institution. You will have to submit proof of education for your actual application.

Degree/Diploma	Area of Study	Institution	Graduation Date
1.			
2.			
3.			
4.			

Please detail which specific college or university undergraduate or graduate courses you have completed that match each of the following required knowledge/concept areas:

1. General concepts and principals of child development- including biological, psychological and social development (full or two half courses)
2. Child and adolescent behavioural disorders/psychopathology- abnormal child psychology (full or two half courses)
3. Theories of personality-should include an understanding of personality development (at least one half course)
4. Legal, ethical and professional issues including applicable provincial and national legal practice, family law/child welfare/mental health legislation as well as discipline specific ethical codes and standards of practice. (full or two half courses)

1. Note: A course can only be listed under one heading. Please attach course descriptions where the course title may have an ambiguous meaning. You may add a further chart, attached to this document, if necessary. You will have to submit transcripts when you apply for certification.

General concepts and principles of child development

Course Title	Institution	Credit Hours

Child and adolescent behavioural disorders and psychopathology

Course Title	Institution	Credit hours

Theories of personality

Course title	Institution	Credit Hours

Legal, ethical and professional issues

Course Title	Institution	Credit Hours

- b) Must have completed at one full or two half graduate level course in General concepts and Principles of psychotherapy: individual, family and group psychotherapy.

Course Title	Institution	Credit Hours

4. EDUCATION SPECIFIC TO PLAY THERAPY-FOUNDATION TRAINING

- a) Must have completed at least 180 hours of graduate-level course work specific to the area of child play therapy (four half courses) or the equivalent number of hours with a CAPT accredited or approved foundation training program (for example, the CAPT Certificate Program, Foundation Play Therapy training.
- b) Foundation Training should include course material covering
 - 1. Play Therapy History (6 hours)
 - 2. Play Therapy Theories (at least 40 to 50 hours)
 - 3. Play Therapy Techniques and Methods (at least 40 to 50 hours)
 - 4. Play Therapy applications to specific issues or populations (at least 40 to 50 hours)
- c) Challenge to foundation training requirement:
 If all or part of Foundation Training occurred outside of graduate level courses or CAPT accredited/approved training, such as at workshops or other educational experiences, the applicant can challenge some or all of the Foundation Training hours by submitting this request to the Certification Committee. The challenge process includes an evaluation of the educational experience with suggestions for the applicant to ensure that these educational experiences are equivalent to those in approved and accredited CAPT Foundation Play Therapy Training.

Please list all programs and courses attended. Attach proof of attendance. You may add a further chart attached to this document if necessary. If Foundation Play Therapy Training has occurred outside of a CAPT approved program, please indicate your intention to challenge this requirement.

Course Title	CAPT Approved Sponsoring Organization	Topics Covered	Course hours	Dates attended

5. CLINICAL PRACTICE HOURS (TOTAL OF 2000 HOURS FOR CPT)

- a) Supervised general clinical practice-must complete two years and 2000 direct on-site hours of supervised general clinical practice, not more than 1000 hours of which may be accrued prior to the completion of a master’s or medical degree. Written verification of these hours must be provided by the supervisor(s).

General practice

Name of organization where practice hours took place	Brief job description	Dates of employment	Direct client supervised clinical hours

You may add a further chart to this document if necessary

- b) Supervised practice specific to child psychotherapy/play therapy- For CPT- Included within the 2000 total hours of supervised practice, must have completed at least 500 hours of supervised practice specific to child psychotherapy/play therapy. These hours can only be accrued after the applicant has graduated with a master’s degree or medical degree.

Practice specific to Child play therapy

Name of organization where practice hours took place	Brief job description	Dates of employment	Direct client supervised clinical hours

6. CLINICAL SUPERVISION SPECIFIC TO CHILD PLAY THERAPY (total of 150 hours for CPT):

- a) **Must have 50 hours of direct clinical supervision specific to the practice of child psychotherapy/play therapy may be provided by a certified CAPT supervisor (CPT-S).**

Clinical supervision must commence with initiation of clinical practice in child psychotherapy/play therapy. This supervision can be a combination of individual and group supervision (3 to a maximum of 6 in a group). This supervision may be completed while pursuing the completion of the 2000 hours of general clinical experience. Such supervision can be through live or video observation. **Written verification of these hours must be provided by the supervisor or supervisors and recorded on the Clinical Supervision Tracking Form.**

Supervisor Name and Credentials	Dates of supervision	Hours of supervision	Individual or group format

You may add a further chart attached to this document.

- b) **Must have 50 hours of direct clinical supervision specific to the practice of child psychotherapy/play therapy supervised by a certified CAPT supervisor (CPT-S).**
- c) A maximum of fifteen (20) hours of group supervision (3 to a maximum of 6 in a group) may be allowed. A certified CAPT supervisor (CPT-S) providing ten (10) or more hours of supervision must observe at least one play therapy session during this time frame. This can be through live or video observation. **Written verification of these hours must be provided by the supervisor or**

supervisors and recorded on the Clinical Supervision Tracking Form.

These hours can only be accrued after the applicant has graduated with a Master's or Medical Degree.

Supervisor Name and Credentials	Dates of supervision	Hours of supervision	Individual or group format

You may add a further chart attached to this document.

7. PROFESSIONAL ACTIVITIES:

- a. Please indicate if you have taught workshops, courses, lectures, or presentations relevant to child play therapy

Program Title	Sponsoring Organization	Number of Hours	Date(s)

You may add a further chart attached to this document.

- b. Please indicate the publications in which you have been involved, starting with the most recent. Please indicate under type of publication if this was a referred publication (i.e. peer reviewed journal), book, or book chapter. If there were multiple authors please list your co-authors.

Date of Publication	Title of Publication	Type of Publication	Please list any co-authors

You may add a further chart attached to this document.

8. ADDITIONAL INFORMATION IN SUPPORT OF YOUR APPLICATION:

Please provide any other information you feel is relevant to this application.