

Small Group Case Consultation Provider Guidelines & Requirements

As a Small Group Case Consultation Provider, you are taking on an expanded leadership and educational role within the SE™ community. Small Group Case Consultations (Case Consults) include elements of the teaching function, so special attention has been given in establishing criteria at this level of approval. Those approved for Small Group Case Consultations will be on the SE™ Faculty Track or will have significant related teaching or group consultation experience. Assisting at SE™ Professional Trainings and providing Individual Consultations or Personal Sessions is not considered sufficient experience to qualify as an SE™ Small Group Case Consult Provider.

Small Group Case Consultation Provider status is not granted without the candidate demonstrating significant expertise in the use of SE™ in a professional practice context; candidates are expected to have a minimum of 7 years of experience in active SE™ practice that they have integrated with SE™. Small Group Case Consultations may have no more than 8 participants in the group, whether provided in person or via teleconference or other group electronic formats such as Skype. Only SE™ Faculty Members or those formally accepted to SE™ Faculty Track may provide Case Consultation to groups larger than 8 participants.

SE™ Case Consultations provide participants the opportunity to examine the application of SE™ with their clients through the services provided by an approved SE™ Consultation Provider. Case Consultations reinforce participant's SE™ skill development and professional development (i.e. countertransference, scope of practice etc.) as it relates to SE™. Case Consultations are a professional service focused on the application of SE™ and its integration into a participant's professional practice. Whereas Personal Sessions are an experiential learning process of SE given to the SE™ participants from an approved SE™ Personal Session Provider.

Case Consultation groups are intended for review of SE™ course material and consultation about clients with whom the SE™ trainee/SEP is working. Authorization as a Small Group Case Consultation Provider does not authorize the Provider to make actual presentations of SE™ material or to otherwise engage in teaching SE™ methods.

In addition to the more formal criteria for becoming a Small Group Case Consultation Provider, there are additional skills that Case Consultation Providers are expected to have. To the best of their ability, Case Consultation Providers will:

- Develop their ability to assess and manage group dynamics.
- Develop their ability to identify and highlight what the participant is doing right, as well as ways to share ideas about where the participant faces challenges.
- Maintain confidentiality and appropriate professional boundaries.
- Further develop their capacity for containment and self-regulation.
- Take in constructive feedback and direction.
- Have sufficient knowledge of the limits of their scope of practice within their practice modality and license in order to articulate that scope of practice clearly to students whom consult with them, and to adequately guide the student toward more appropriate professional consultation if the issues are outside of the Provider's scope.
- Have sufficient knowledge of the common professional ethics and confidentiality rules associated with their practice modality and license in order to articulate those rules to students whom consult with them, and to guide the Provider and student in deciding if any ethical or confidentiality issues raised by the student are beyond the Provider's scope and are better addressed by other professional consultation for the student.
- Hold intention of Case Consultations as opportunity for students to examine the application of SE™ with

their clients and maintain boundary between Case Consultations and Personal Sessions. Also, to accurately record all sessions and consultations on the student's session log and/or accurately confirm all sessions and consultations to the Credentialing and Assisting Administrator upon request.

Faculty may use the skills listed above as guidelines for filling out Small Group Case Consultation Recommendation Forms for prospective/current Providers or for writing Non-Recommendation Letters for prospective/current Providers.

Prospective Small Group Case Consultation Providers must apply and be pre-approved by the SE™ Trauma Institute prior to providing at each year-level. Providers approved by SE™ Trauma Institute must not have had any grievance, complaint, or action brought against them before any licensing, regulating, associative, or legal body for any violation or misconduct. Prospective Providers who have had a grievance, complaint, or action brought against them that has been resolved may appeal to the Credentialing and Assisting Administrator for a review of qualification; review and approval of qualification will be on a case-by-case basis.

We appreciate the service that our approved Session and Consultation Providers offer to our students. We understand that Providers also benefit professionally and financially from offering these sessions. Please note, however, that being a Session or Consultation Provider should not be considered a career path. We cannot guarantee that Providers will progress through the Provider levels or maintain approval to provide credited sessions/consults after receiving initial approval.

Specific requirements for Small Group Case Consultation Providers at each level:

Beginning:

- Providers must have had a minimum of 7 years' experience in an active SE™ practice. (This may include the time you spent in the SE™ Professional Training).
- Providers must have had a professional practice in a related field (e.g. psychotherapy, bodywork) that they have been integrating with SE™ for at least 5 years.
- Providers must have assisted two full cycles of the Beginning year, one full cycles of the Intermediate year, and one full cycles of the Advanced year.
- Providers must meet at least ONE of these four criteria:
 - approved to provide Advanced Level Individual Consultations and have given a minimum of 20 Individual Consultations to Advanced Level students, OR –
 - *have supervisory status within your state licensure system (proof required), OR –
 - *have completed counselor supervision training (proof required), OR –
 - *be formally trained as a supervisor and have actively supervised professionals in their field
- Submit Application including:
 - CV/résumé
 - 2 Faculty Small Group Case Consultation Recommendation Forms
- *Please note that, should you meet one of the above requirements indicated with the * symbol, your approval as a Small Group Case Consultation Provider will also grant you approval for the same level as an Individual Consultation Provider. For example, your approval as a Beginning Level Small Group Case Consultation Provider will also grant you automatic approval as a Beginning Level Individual Case Consultation Provider, etc.*

Intermediate:

- Providers must have fulfilled all the requirements and be approved for providing Group Case Consultations and Individual Consultations at the Beginning level.
- Providers must be approved Intermediate Level Group Case Consultation Providers and have given a minimum of 5 credited Group Case Consultations to Beginning Level students.

- Providers must have assisted two full cycles of the Beginning year, two full cycles of the Intermediate year, and one full cycles of the Advanced year.
- Submit Application including:
 - CV/résumé
 - 2 Faculty Small Group Case Consultation Recommendation Forms

Advanced:

- Providers must have fulfilled all the requirements and be approved for providing Group Case Consultations and Individual Consultations at the Beginning and Intermediate levels.
- Providers must be approved Intermediate Level Group Case Consultation Providers and have given a minimum of 5 credited Group Case Consultations to Intermediate Level students.
- Providers must have assisted two full cycles of the Beginning year, two full cycles of the Intermediate year, and two full cycles of the Advanced year.
- Submit Application including:
 - CV/résumé
 - 2 Faculty Small Group Case Consultation Recommendation Forms

Small Group Case Consultation Providers at all levels agree to:

- Maintain either an active professional license or membership in a professional association with a code of ethics.
- Maintain and fully fund comprehensive professional liability or malpractice insurance with appropriate coverage amounts in accordance with the regulations of the country/region where I am providing sessions and/or consults.
- Establish and charge an equal rate per credit hour to each student attending a credited Group Case Consultation (3 hours = 1 credit hour). This rate is to be determined by the Provider, and may be adjusted to a sliding scale to accommodate the needs of participants.
 - Scholarship students will be charged a maximum rate of \$75/credit hour (3 hours = 1 credit hour).
- Understanding the limits of scope of practice within their primary practice modality and license, be able to articulate scope of practice clearly to students with whom they consult, and agree to adequately guide students towards more appropriate professional consultation if the issues that arise are outside scope of practice.
- Understand the common professional ethics and confidentiality rules associated with practice modality and license, agree to articulate these rules to SE students or SE Session Providers with whom they consult, and allow these ethics and confidentiality rules to guide in deciding if any ethical or confidentiality issues raised by the student or provider are beyond scope of practice and are better addressed by other professional consultants.
- As a case consultant, understand that it is strongly recommended to receive at least 4 consultations per year with a SE faculty member or with an approved small group case consultant, and understand that at least 2 of these consultations should be used to request feedback on the consultations being provided to students.
- Understand that students pursuing the SEP certificate must receive a minimum of 6 credited Case Consultation Hours from a SE faculty member, and ensure that those participating in their Group Case Consultations are aware of this requirement.
- Only provide credited Group Case Consultations for credit to students at the approved levels, and clearly state approval level as well as qualification for credit to students and on any documents presented to students; such as a sign-up sheet.
 - For example, a Beginning Level Case Consultation Provider may only sign session logs for students

currently in the Beginning year. They may not sign session logs for Intermediate or Advanced students. A student is considered a Beginning student starting the first day of their Beginning I module, an Intermediate student starting the first day of their Intermediate I module, and an Advanced student starting the first day of their Advanced I module.

- Sign the Provider Informed Consent and Release Agreement.