Psychotherapy Training in Transactional Analysis

Prospectus

A fully comprehensive psychotherapy training programme leading to United Kingdom Council for Psychotherapy Registration

Training Director
Carol Lucas
The South Manchester Centre for Psychotherapy

smcp is an independent psychotherapy organisation offering psychotherapy, supervision, personal development courses and fully accredited training in Transactional Analysis psychotherapy. smcp was established as a psychotherapy centre in 1992, became involved in the delivery of psychotherapy training in 1997 and is dedicated to excellence in the fields of psychotherapy, counselling, supervision and training.

smcp offers psychotherapy and counselling for individuals, couples and groups and also fully accredited, part-time, vocational, training courses which upon successful completion of external examinations, prepare trainees to become Registered Psychotherapists with the United Kingdom Council for Psychotherapy (UKCP). All trainers are fully qualified and accredited with the European Association of Transactional Analysis (EATA). EATA is the primary body responsible for monitoring Transactional Analysis (TA) and awarding the Certified Transactional Analyst (CTA) qualification in the field of psychotherapy in Europe. After a minimum of three years part-time training, so long as all the criteria have been met, it is possible for trainees to apply for accreditation with the British Association for Counselling and Psychotherapy (BACP).

smcp is committed to high professional and ethical standards in the fields of psychotherapy, counselling, supervision and training. The primary model is Transactional Analysis, with the focus on honest and open communication and respect for difference. smcp aims to foster the development of fruitful and professional relationships and aims to create an environment that supports the growth and learning of all who commission the services of smcp

We offer a very warm welcome to all.
smcp is an attractive, modern and recently refurbished large centre conveniently situated in the heart of Heaton Moor in South Manchester and has excellent links to motorway and rail networks.

Training Prospectus

Introduction 4

The Introductory Course (101) 6
The Main Psychotherapy Training Programme 7
The Professional Development and Examination Group 10
Assessment Procedures 13
Other requirements 12
Qualification and Accreditation 16
Training Approach and Philosophy 17
Entry requirements and application procedure 18
Trainer Profile 20
Training Venue 21
Introduction

Training Programme Structure

This part-time psychotherapy training programme, based in Manchester, is designed for people who want to qualify as a Certified Transactional Analyst (CTA) which brings Professional Membership of the Institute of Transactional Analysis and the right to register with the United Kingdom Council for Psychotherapy (UKCP) as a Registered Psychotherapist.

The programme is equally suitable for those who do not wish to become qualified as a psychotherapist but want to learn more about Transactional Analysis (TA) and how to use this effective psychological theory as a model for self development, change, and increased awareness in communication with others.

For those who complete the training and qualify as a CTA it is possible to obtain a Masters Degree via accreditation of prior learning (APL) schemes with selected universities that recognize the CTA qualification within the UK. A list of organizations that offer this option can be supplied upon request.

The training programme is structured to enable participation by everyone including those in full time employment and those with family commitments. The main psychotherapy training programme takes place over four years and is delivered in two identical, parallel groups. This is to give participants choice and flexibility in meeting their personal learning requirements and to help with competing demands in life. One of these groups takes place at weekends only and is called Group A. Group A runs from September to July each year. The second group called Group B takes place on weekdays and weekends and entry in to this group can be at any time of the year. Participants can either opt to attend the weekend only training course or the weekday/weekend training course. Both weekend and weekday training courses are identical in delivery and content.

On average trainees take a further two years, beyond the four year main training programme, to meet all the criteria to be eligible to take the external examinations. Criteria are listed in the Training Handbook at www.smcppsychotherapy.co.uk or are available on request.

Each year of the programme is self-contained and need not be taken in consecutive years. Entry to the programme can be into any year conditional upon previous training in Transactional Analysis. Those people who do not want to qualify as a psychotherapist can participate in the programme for as many or as few years as they wish. Participants sign up for a year at a time so as to offer maximum flexibility.
At smcp we embrace the principles and values of social diversity and equal opportunities. The South Manchester Centre for Psychotherapy is committed to the equality of opportunity for all. This includes an undertaking not to discriminate on grounds of race, gender, disability, sexuality, family responsibilities, social class, and religious beliefs.

The South Manchester Centre for Psychotherapy actively pursues the achievement of good equal opportunities practice and will take all reasonable action to address any areas identified where inequalities might exist. The South Manchester Centre for Psychotherapy will do all that is reasonable to support the needs of particular groups of people.

Please note that in accepting membership of any smcp group, all members agree to:

not repeating any information outside the context of the group, that might lead to reveal the identity of either a client or group member.

not attending any group at smcp under the influence of alcohol or non prescribed drugs.

not physically harming any group member, you, the group leader, fixtures or fittings or the building.

smcp trainers and supervisors also adhere to the above except that they reserve the right to break confidentiality in the following circumstances:

for the purpose of supervision with their own supervisor, other appropriately qualified professionals and the director of smcp

In an emergency situation where the trainer considers that the breach of confidentiality is the only way to avoid outcomes entailing physical injury or a breach of the law.

For full details of the introductory course, the main training programme and the professional development group please visit our website at: www.smcspsychotherapy.co.uk or email admin@smcspsychotherapy.co.uk
The Introductory Course
Official ‘101’

This course is the usual route into the main psychotherapy training programme. It provides a brief introduction to the key concepts of Transactional Analysis such as ego states, transactions, games and life scripts. The syllabus is laid down by the European Association of Transactional Analysis and is internationally agreed. The ‘101’ course also begins to illustrate how these concepts can be used to understand personality, communication, relationships, feelings and life patterns. Transactional Analysis is successfully used in Educational and Organizational settings as well as being an effective model for Psychotherapy and Counselling.

The course is suitable for those who are interested in training as a psychotherapist and for those who want to learn how to utilize Transactional Analysis ideas and methods to enhance their personal and or professional lives. The course delivery is theory input, discussion and experiential work. Participants will have the opportunity, if they wish to explore their own personality and ways of relating.

Attendance on the ‘101’ course provides an opportunity to meet the trainers and to experience the training environment. All participants who complete this course will qualify for the official ‘101’ Certificate, awarded by the Institute of Transactional Analysis (ITA). Successful completion of the TA ‘101’ or a commitment to attend a ‘101’ is a prerequisite for anyone wanting to apply for the main psychotherapy training programme. There is a written examination alternative to attendance on a ‘101’ course, full details can be supplied on request.

This two day course is open access: dates, timings, cost and how to apply can be found in The Programme Information Leaflet and the ‘How to Apply’ document. All are available to download at www.smcpPsychotherapy.co.uk or are available on request.

Learning Outcomes

To be introduced to the main concepts in Classical Transactional Analysis theory

To be introduced to the multi-faceted application of Transactional Analysis in Counselling, Psychotherapy, Education and Organizations

To have the opportunity to explore personal and inter personal behaviour in relation to Transactional Analysis theory

To gain the ‘101’ certificate awarded by the Institute of Transactional Analysis

To experience the training environment and the style of training with a view to assessing future training options in Transactional Analysis
Main Psychotherapy Training Programme

The Main Psychotherapy Training Programme takes place over four years and is delivered in two parallel groups, one meeting at weekends only – group A and the other meeting on a few weekdays and mostly weekend days – Group B. This gives participants training options that are most suitable to their own lives. Each group is identical in terms of the structure, meeting fifteen days per year, and course content and run from September to July, 9.30 am – 5.30pm each day. Entry into Group A is September and entry in to Group B is at any time of the year this is entirely down to the fact that Group A has previously had maximum numbers at the start of the training year and therefore has no further capacity throughout the year.

Each year is self-contained and participants can choose to join the programme for as many or as few years as they like. It is also possible to take breaks from training and rejoin the group later, thus providing a flexible solution to fit in with the changing needs of participants and other demands in life.

The groups are staffed by Training Director: Carol Lucas and smcp staff members, all are fully accredited trainers with The European Association of Transactional Analysis or qualified in specialist areas such as in the field of Mental Health.

Each group is multi-level in that it is made up of trainees from years one to four. Psychotherapy training has been delivered using different group structures over many years and this structure has proved to be the most successful at smcp in terms of:

- The teaching and learning ethos
- Student satisfaction
- Learning outcomes
Teaching and Learning Ethos

smcp is committed to good teaching practice and aims to:

- Recognize the stage of development within the learning spectrum of each individual. Bloom, B.S.(ed) (1956)

- Be sensitive to trainee’s experience of learning and personal stage of development. Erskine, R. (1982) TAJ Vol 12 No.4 1982


- Use different training modes in relation to learning needs.

- Have clear and evaluative systems for trainee/s and trainers

- Uphold the principle of ‘frequency and recency’ (Skinner 1953)

Each workshop focuses on an active approach to learning and will comprise of a mixture of the following:

- Interactive and experiential exploration of theory
- Linking theory to practice
- Training in skills and techniques through demonstration, discussion, teaching and experiential work
- Supervised practice
- Discussion and case study presentations on the professional and ethical aspects of being a psychotherapist
- Small and large group discussion
- Lectures
- Videotapes
- Presentations by participants
- Coaching

A comprehensive framework including all topics to be covered for the complete four year programme is available in the smcp Training Handbook which outlines the theory, skills, and professional topics for each workshop.
Learning Outcomes

In every year of the programme participants will cover the key themes of core theory and practices, which are listed below, each will be presented from differing and developing perspectives:

The Philosophy of Transactional Analysis Principles

The Theory and Methodology of Transactional Analysis application including: contracting, diagnosis and treatment planning

Ethical, Professional and Protective Practice

Generic Skill Development in relation to: empathic enquiry, attunement, interpretation, confrontation, holding, involvement, protection, boundaries, self reflection and understanding the difference between the therapeutic relationship and other relationships

Group theory: an understanding of different models of group theory. This will also include a willingness, when ready, to use the training group as a vehicle for personal learning, modeling, mentoring and personal development as a practitioner preparing for and becoming ready for accreditation.

Developmental Models

The uniqueness of the therapeutic relationship and the importance in the process of change

Participants will be encouraged in their ability to be self reflective in the process of learning: in theoretical understanding, skill development and professional and ethical matters.

In all cases above, participants will progress from a basic level of understanding of theory and application, through to the level of a fluent, integrated and competent practitioner who is clear about their own identity and style as a psychotherapist.

Each participant will be encouraged to learn, develop and integrate the material at their own speed and in their own way.

For those wishing to qualify as a Certified Transactional Analyst, after completing the minimum four year training, the next step would be to join the Professional Development and Examination Preparation Group
The Professional Development and Examination Preparation Group

This group is open to any participant who is seeing at least one client and developing their practice as a trainee psychotherapist. Because participants enter this group with differing experiences, there is no specific minimum numbers of casework hours and related supervision required for entry into this group.

Each participant, in conjunction with the Director of smcp, will keep ongoing caseloads under review, in order that the mandatory requirements for hours are met. All requirements are listed in the smcp Training Handbook and this can be requested from admin@smcpsychotherapy.co.uk

All participants will establish their own learning contract in discussion with their peers and the trainer. The group is specifically designed to focus on professional development, building a practice and will cover all aspects of the challenges and demands of working as a professional and ethical psychotherapist who is beyond the beginning stages.

For those participants who have completed their four years in one of the main training groups or who have completed training with another accredited Transactional Analysis Training organization, the group will enable participants to prepare for the written and oral examinations to qualify as a Certified Transactional Analyst.

The group meets on eight days per year from September to June. All participants must be receiving supervision at least on a monthly basis and in full accordance with the UKCP requirements, published in the smcp Training Handbook. For those wishing to qualify as Certified Transactional Analysts all requirements for Personal Psychotherapy, in line with UKCP requirements, must also have been met or be in the process of being met. These requirements are listed below under ‘Personal Psychotherapy’ and can be found in the smcp Training Handbook. Participants may join the group at any stage of the year depending upon the requirements being met and the availability of a place. Participants may attend this group for as many years as they wish either in preparation for accreditation or may attend for Continuing Professional Development.
The flexible and participant-led structure can include:

- Supervision
- Theory and practice group discussion
- Linking theory to practice
- Personal work
- Coaching
- Mock examinations
- Tape presentation
- The selection of examination tapes
- Log preparation
- Handling the exam process
- Building confidence
- Presentations
- Professional and ethical considerations in psychotherapy
- Revision of prior learning

Learning Outcomes

- Each participant, in conjunction with the trainer, will agree an individual learning contract for each year

- To consolidate prior learning and undertake examination preparation for the written and oral examination in Transactional Analysis, where appropriate

- To help participants adopt and develop their own sense of identity as a Practitioner

- To help participants integrate theory and practice

- To help practitioners understand and implement: the philosophy, methodology and ethical and professional dimensions to working within the Psychotherapeutic Field.

- To help participants integrate personal and professional competence.
Assessment Procedures

Trainees are assessed on a regular basis throughout each year and progression throughout the training is not automatic. Criteria for progressing to the next year are detailed in the smcp Training Handbook. Assessments are made by the Trainee, Peers and Trainer in formal and in less formal ways throughout the year. The following summarizes the assessment process for Trainees:

There will be at least three opportunities throughout the year: at the beginning, middle and end, where trainees are expected to participate in self and peer assessments. During this process trainees will be helped to identify their own learning achievements and their own areas for development as well as help others identify these for themselves.

Trainees will be expected to complete at least one assignment a year

Trainees will be expected to make one Professional presentation to the rest of their training group and they will receive feedback from their peers and trainer.

There will be a formal, written assessment by the trainer at the end of each year to include:

- Understanding of and ability to express theoretical concepts
- Level of skill development and willingness to practice within the training group
- Level of understanding of Professional and Ethical matters and engagement within the training arena with the philosophical principles in TA
- Personal Development: ability to integrate within the training group and willingness to contribute to group discussion. Ability to be self reflective and actively engage with the learning process.

When trainees enter into a supervisory contract with a supervisor there will be a supervision report requested by the supervisee, on behalf of smcp, at the end of each year from the supervisor.

At the end of every training year trainees will be expected to complete a written feedback form on their training experience throughout that training year.

There is the opportunity during every module for trainees to openly discuss with the training group and trainer their experience of the training, including anything that might be limiting their ability to learn.
Other Requirements

Practice

Trainees whose aim is to qualify as a Certified Transactional Analyst will begin to see clients when they have fulfilled the criteria laid down in the smcp Training Handbook and have the support of either the Director of smcp or their trainer. This is usually in the second or third year of training but more importantly when the trainee feels sufficiently prepared and ready. Once a trainee begins the practical application of TA in their work they are obliged to have regular TA supervision.

Supervision

Supervision is an important part of training and professional development and covers all aspects of the challenges and demands of working as a professional and ethical psychotherapist. When trainees are preparing to begin a placement or want to develop a private practice and have fulfilled the requirements above, then they will be offered a place in a supervision group usually consisting of three people. All supervisors are suitably qualified and offer at least the minimum requirement of monthly supervision. There are specific requirements regarding the ratio of client practice hours and supervision. Full details are listed in the smcp Training Handbook.

Supervision fees are in addition to the training fees.

Personal Psychotherapy

The Institute of Transactional Analysis and the United Kingdom Council for Psychotherapy: Humanistic and Integrative section require, for those intending to become Certified Transactional Analysts, that they experience personal psychotherapy with a fully qualified UKCP psychotherapist for a minimum of forty hours per year for at least four years and generally throughout training. The type and frequency must be the same as what they intend to use in their own practice with clients. Psychotherapists of trainees are not involved in the assessment process.

Personal psychotherapy fees are in addition to the training fees.
Mental Health Placement

All trainees, who are intending to become qualified as a Certified Transactional Analyst and who have not had relevant previous experience are required to arrange a placement in a setting where they can spend time with those who have severe mental health problems. The familiarization placement should be of sufficient length to enable the meeting of the learning outcomes which are detailed in the smcp Training Handbook.

The setting must provide an opportunity for discussion with staff involved with assessment and diagnosis. This can be achieved in a variety of settings including local authority day care centres or voluntary organizations working with client groups with mental health issues. Candidates should produce a reflective account or diary of their experience and submit this to the director of smcp.

Training Log

‘One of the basic principles of TA training is that the trainees actively plan and structure their training and take responsibility for themselves as well as for their training process.’ European Association for Transactional Analysis, January 1993

The Training Log is the responsibility of all trainees and forms a complete record of all training. The Training Log must be presented at the final oral examination. The log will be a complete record of:

- Training hours undertaken with smcp
- Other training and workshops attended
- Supervision hours undertaken with a PTSTA (psychotherapy) or TSTA (psychotherapy) and all, if any, other supervision hours undertaken
- Practical experience: hours undertaken as Transactional Analysis practitioner
- Personal therapy: this must be undertaken with a UKCP registered psychotherapist or equivalent and must reflect the type of therapy the trainee wants to practice
- All related professional development meetings attended for example the ITA national conference or regional conferences
- The mental health placement
- Any other relevant experience to be agreed in consultation with their trainer or principal supervisor or Director of smcp
Training Contracts

At the start of every training year each participant will sign a training contract with smcp. A copy of the contract can be requested from info@smcpsychotherapy.co.uk. This contract will last for one year and if appropriate will be renewed at the start of every subsequent training year. Progression through the training programme is dependant upon all criteria being met, details are available in the Training Handbook, and the availability of training at smcp.

Those participants who intend to qualify as a Certified Transactional Analyst will also have to sign an EATA Training Contract. It is recommended that this be considered during the second or third year of training and strongly recommended when participants begin work as a TA practitioner. The EATA Training contract indicates intent to become qualified as a Certified Transactional Analyst and gives public recognition by EATA to the trainee psychotherapist. Trainees may take out training contracts with any appropriately accredited TA practitioner, normally this is with their supervisor. Once the contract is ratified by EATA the supervisor officially becomes the ‘Principal Supervisor’.

Professional Membership

It is a condition of training that you become a member of the Institute of Transactional Analysis (ITA). The ITA is the body that represents Transactional Analysis in the UK. The ITA is a member organization of the UK Council for Psychotherapy (UKCP) and affiliated to the European Association of Transactional Analysis (EATA). Full details of level of membership required and costs can be found in the smcp Training Handbook and at www.ita.org.uk

ITA membership fees are in addition to the training fees.
Qualification and Accreditation

All training on this programme counts towards accreditation as a Certified Transactional Analyst (CTA) awarded by the European Association of Transactional Analysis. This qualification is recognized by the United Kingdom Council for Psychotherapy (UKCP), which is the leading body in this country for the recognition of psychotherapists, and will provide eligibility for registration so long as all the criteria are met.

Transactional Analysis training is accounted for in hours and full details can be found in the smcp Training Handbook. Once participants have completed accredited hours they are directly transferable to other TA training organizations. There is no time limit on the transferring of hours and candidates enter themselves for the written and oral examinations as and when they feel ready.

Eligibility to sit the examinations depends upon satisfactory completion of the training programme, the agreement of your contracted trainer or principal supervisor as to your readiness, and meeting all the requirements of EATA and UKCP, which are listed in the smcp Training Handbook.

The key elements of these eligibility requirements cover training or theory hours, practice work with clients, supervision, personal therapy, a mental health placement, professional development through attendance at conferences etc., professional membership of the Institute of Transactional Analysis (ITA) and an EATA training contract.
Training Approach and Philosophy

Psychotherapeutic practice is complex, requiring knowledge and skills that are delivered in a professional, ethical, competent and relational way. Likewise training in psychotherapy is complex.

smcp trainers are committed to developing, maintaining, and evaluating the highest standards in teaching and in administering the programme and strives to achieve excellence in the delivery of the training to become a psychotherapist, from the first informal enquiry to the celebration of successful outcomes for participants.

In keeping with Transactional Analysis philosophy:

People are O.K

Everyone has the capacity to think.

People decide their own destiny, and these decisions can be changed.

smcp encourages and promotes: contractual relating which emphasizes mutual respect, honesty, equal terms, joint responsibility and open communication. smcp acknowledges that participants enter training with very different experiences and personal resources and therefore participants are actively encouraged and supported in developing their own learning in the style and pace that is the most effective for them. This is in line with the European Association for Transactional Analysis, January 1993, who state:

‘One of the basic principles of TA training is that the trainees actively plan and structure their training and take responsibility for themselves as well as for their training process. ‘

smcp aims to make the learning environment and experience enjoyable for all involved and will actively engage with participants in achieving this aim.
Entry Requirements and Application Procedures

‘101’ – Introductory Course

This introduction to Transactional Analysis course is open access with no entry requirements. The booking form; ‘How to Apply’ is available from the smcp website www.smcpsychotherapy.co.uk, or you can request the booking form from admin@smcpsychotherapy.co.uk

Every participant will receive an Institute of Transactional Analysis ‘101’ Certificate on completion of the ‘101’ course.

The Main Psychotherapy Training Programme

A. You will have attended a ‘101’ introductory course.

B. One or more of the following:
   • Undergraduate degree
   • Relevant professional training
   • Accredited prior learning portfolio or independent assessment

C. Relevant experience of working with people in a responsible role.

D. Personal Qualities
   • a lively and enquiring mind
   • a capacity for critical reflection and self-directed learning
   • an ability to listen and respond with compassion and respect
   • awareness of prejudice and ability to respond openly to issues of social difference
   • a capacity for in-depth self-reflection
   • self awareness and commitment to self-development
   • personal resources to engage with the demands of the training and the work of psychotherapy
If you want to apply for this course, please complete the details below and complete the application form which can be downloaded at www.smcsychotherapy.co.uk

- Curriculum vitae – this may be a summarized version but must include your personal details, education, qualifications, your work experience and any other relevant experiences.

- Please supply two references: one from a person who knows you professionally and one from a person who knows you personally, this can be from either a colleague or friend.

Please submit your application online to admin@smcsychotherapy.co.uk or post to

The South Manchester Centre for Psychotherapy
6a Moor Top Place
Heaton Moor
Stockport
Cheshire
SK4 4JB

Once we have received your application we will acknowledge receipt by email or by telephone and invite you to meet with two appropriate members of staff, at a mutually convenient time at The South Manchester Centre for Psychotherapy.

Professional Development Group

This group is open to any professional working within psychotherapy, counselling or related field.

You will need to be seeing at least one client, be in supervision with an appropriately qualified supervisor, have professional membership with either the ITA or BACP or other professional organization, in order to join this group.

Please contact us at: admin@smcsychotherapy.co.uk to express your interest. We will invite you to meet with us at The South Manchester Centre for Psychotherapy at a mutually convenient time.
Trainer Profile

Carol Lucas
B.Ed Hons (Cantab)
CTA(psychotherapy), TSTA(psychotherapy)
UKCP Registered Psychotherapist

Carol is a Teaching and Supervising Transactional Analyst (TSTA) and a Certified Transactional Analyst. She has worked as a psychotherapist – group and individual since 1992 and as a supervisor and trainer of psychotherapists and counsellors since 1997.

She is owner and Director of The South Manchester Centre for Psychotherapy and Director of Training.

Prior to working as a psychotherapist she worked full time in education, most recently in the Further Education sector.

Contact Details

Website:  www.smcpsychotherapy.co.uk

Email:  admin@smcpsychotherapy.co.uk

Post:  The South Manchester Centre for Psychotherapy
6a Moor Top Place
Heaton Moor
Stockport
Cheshire
SK4 4JB
The South Manchester Centre for Psychotherapy was established in 1992 by Carol Lucas and has become a centre of excellence for Psychotherapeutic work and Training in Manchester.

smcp is based in the heart of Heaton Moor, South Manchester. This newly refurbished, spacious, light and dedicated psychotherapy centre offers an attractive environment for psychotherapy and psychotherapy training.

smcp is open from 9.00am to 9.30pm every day of the week.
Finding us

Directions to smcp from M60

Leave M60 at Junction 1.
At roundabout exit signposted Didsbury.
You are now on Didsbury Road.
In 0.6 miles, at the top of the hill, turn right at lights into Bank Hall Road.
This becomes Moor Side Road, then Heaton Moor Road.
Moor Top Place is 0.2 miles on your right opposite Somerfield.

Directions to smcp from Manchester

Follow signs for Stockport A6.
As you leave Levenshulme pass the McVities factory on your right.
Turn Right into Heaton Moor Road in 0.7 miles.
Moor Top place is 0.8 miles on your left opposite Somerfield.

Directions to smcp from Didsbury

From Town Centre follow Wilmslow Road – signposted Stockport.
At Tesco bear left and cross Kingsway on to Didsbury Road.
In 1 mile turn left at lights into Bank Hall Road.
This becomes Moor Side Road, then Heaton Moor Road.
Moor Top Place is 0.2 miles on your right opposite Somerfield.