**PARTNERS IN EMDR TRAINING, PLLC**

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CONSULTATION CONTRACT:

We are excited to work with you.

Becoming an EMDRIA Approved Consultant is a big commitment. It takes a tremendous amount of time, energy, passion and education.

We believe you are ready, and look forward to supporting you as you go through this process.

We will be providing you with a minimum of 20 hours of consultation - about your consultation sessions you provide to consultees who are pursuing EMDR Certification. We will ensure you develop the skills and competencies needed to become an EMDRIA Approved Consultant.

This document provides information to establish clear expectations of the consultation process between Approved Consultants and those pursuing consultation toward becoming an Approved Consultant.

**MOST IMPORTANTLY!!! Consultation focuses on the mastery and integration of standard EMDR therapy in practice. You will learn to hold consultees to high levels of professionalism, mastery and commitment.**

You are only allowed to provide consultation for EMDR Certification to trainees if you are under the auspices of an EMDRIA Approved Consultant. Our CIT’s work with trainees who have completed one of our Basic EMDR Trainings. We expect them and you to receive the highest level of care and training; therefore, we will determine the number of individual consultation sessions you will provide per trainee; we will let you know the cap, and we will discuss it with you.

As a rule of thumb, in order for us to see and affirm you have shown mastery of providing consultation regarding the 8 Phases of EMDR, the AIP model, and the three pronged approach, we ask that you make a commitment to working solely with us for the full 20 hours of required consultation. That said, we know CIT’s sometimes need to change Approved Consultants as they go through the Approved Consultant Certification process. In such cases, we are willing to negotiate with you and establish an individualized contract with you. Please reach out to us, and we will talk with you to determine if we can help you.

We the Approved Consultants will:

1. When we are able, support you in getting consultees for consultation.
2. Talk with you about your consultees. We will learn about the needs of your consultees, including strengths and needs, client population, and specifics about clients.
3. Meet with the CIT at regularly scheduled sessions to review and discuss the consultation that the CIT is providing.
4. Ensure the CIT focuses on Basic EMDR, and holds the consultees to a high level of mastery.
5. Provide feedback that is focused on the CIT’s skill and ability to provide consultation to their therapist/consultees based on material presented by the CIT, case presentation worksheets, and videos.
6. Document and track the number of consultation-of-consultation hours provided to the CIT and retain this documentation for a five year period from the date the consultation concludes.
7. Inform the CIT at regular intervals if there are concerns that appeared during the consultation-of-consultation process that present an issue and communicate what measures or actions should be taken by the CIT to remedy the concerns so that a recommendation for the Approved Consultant credential can be provided.
8. Draft letter documenting the consultation-of-consultation hours and recommending the CIT for the Approved Consultant Status.

The CIT will:

1. Identify and talk about the number of consultees for whom the CIT is providing consultation.
2. The CIT may be coleading a consultation group with the consultant, leading their own consultation group, or providing individual consultation hours to consultees.
3. The CIT will be meeting with consultees regularly, keeping track of the hours they provide consultation, and keeping track of the skills and competencies they are tracking of each of their consultees.
4. The CIT’s will make sure the focus is on Basic EMDR.
5. The CIT’s will make sure the consultees will demonstrate both knowledge and skills in Basic EMDR. The CIT’s will provide clear expectations, and clear feedback about how to gain knowledge and skills in Basic EMDR. The CIT will work with consultees so that 8 Phases, the 3 Pronged Approach, and the AIP model are mastered.
6. The CIT will ensure the consultees show a high level of mastery by demonstrating their use of EMDR through case conceptualization worksheet, and case presentations and review of sessions, video, and live sessions.
7. The CIT will provide information when appropriate about how to use modifications to basic EMDR.

To become an EMDRIA Approved Consultant Consultant in training you must be:

An EMDR Certified Therapist

Have filled out the  [online CIT Declaration Form](https://www.emdria.org/emdr-training/emdr-consultant-in-training/cit-declaration-form/)

Have three years of experience with EMDR after finishing EMDR Basic Training.

Conducted at least three hundred clinical sessions in which EMDR was utilized.

We are starting our consultation process on:

Date:

The cost per consultation regarding your consultation of trainees is $100.00 per one-hour session. There may be other costs as we work together, including discussions of reimbursing you as you are providing individual sessions for trainees. We will discuss this and negotiate this as we work together.

The written agreement:

Signatures:

CIT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Consultation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As we work together, you will be addressing the following:

1) Teaching/ Consulting

2) Self as consultant/ your personal counseling needs

3) Coaching

Teaching aspect:

It is your job to make sure your consultees learn what they need to learn from your consultation, so they show mastery of each Phase of EMDR.

Be thinking of the following:

What do I want them to know?

What do I want them to do?

How do I know they know it?

How do I know they can do it?

How am I evaluating their Mastery of each Phase of EMDR?

As a CIT, you are working with consultees toward becoming an EMDR Certified Therapist.

Your job is to ensure your consultees show Mastery of each skill.

In addition, the consultees must show fidelity to and integration of EMDR.

To do that you must:

1) Gain commitment by: Clearly stating the over all goal:

The mastery of Each Phase of Basic EMDR,

The 3 Pronged Approach and the AIP model.

2) Review the contract, set clear expectations

3) During consultation sessions, you hold consultees to a high level of professionalism and mastery of EMDR.

To do that you must have a strong sense of yourself as a guiding consultant.

How do you set clear expectations?

How do you determine your focus?

How do you deal with conflicts?

How do you help people get clear and motivated?

How do you set boundaries and redirect consultees toward the goal?

This is hard, and we will support you via discussion and modeling about:

When you feel rattled, and what to do.

What you do when you notice transference?

What you do when you recognize countertransference?

How you guide toward mastery?

Setting a boundary is hard sometimes.

We will discuss this, helping you gain the education and skills you need, so you feel comfortable setting goals, ensuring mastery, setting boundaries, and respectfully encouraging consultees.

Teaching:

You are responsible for teaching the following. Teaching includes, giving information, practicing skills, asking questions, modeling, setting homework, witnessing work, giving consultees time to show work and ask questions. Ultimately, consultees need to show you via demonstration and discussion they have mastered the following knowledge and skills.

**Phase 1:**

**Knowledge: the focus of Phase 1:**

The AIP. Why is it important, and what are the components of it?

The importance of informed consent, and the aspects of an elevator speech.

History taking? The goal of it?

How do you do it? Floatback or Affect Scan what they are and when to use them, and why?

**Skills;**

Tell your: Informed consent elevator speech.

Demonstrate:

How to do a Floatback

How to do an Affect Scan

How to tell your client what you are learning

How to put together a treatment plan

How to discuss it with your client

**Phase 2:**

**Knowledge: What are the mechanics of EMDR?**

What is the purpose of stabilization?

When do you do it?

Discuss how you do it?

What is RDI? Name 3 different ways to do it, and why?

**Skills:**

Demonstrate:

Container

Safe Calm Place

C. Lidov Body EMDR

RDI

Correct use of BLS

**Phase 3:**

**Knowledge:**

**The goal of Phase 3;**

The importance of each component

The purpose of a NC, and PC

The necessary components of a NC and a PC

The reason for the sequence of the Assessment.

When you do Phase 3, and what to do immediately after completing Phase 3.

**Skills:**

Demonstrate a FULL PHASE 3.

Does consultant include:

Memory - was it clear? Was it specific? Was it a single memory? Did it make sense?

Worst part

NC - was it clear? Did it make sense? Did it meet each necessary component?

PC - was it clear? Did it make sense? Did it meet each necessary component?

Emotion

SUD

BODY Sensation

**Phase 4:**

**Knowledge: The components and goal of desensitization.**

How to use BLS. How to start Phase 4. How to take breaks, the reason for taking breaks. What to do in between each set of BLS.

How to guide the focus of each BLS set.

What looping, and blocked processing is.

How to proceed when a client loops or blocks processing.

The importance of a cognitive interweave.

**Skills;**

Demonstrate Phase 4:

How to start.

Correct use of BLS.

Correct intervention in between sets of BLS

How to intervene when there is looping, blocking and cognitive interweave

**Phase 5:**

**Knowledge**

The reason for the Installation Phase

The importance of a PC.

How to do Phase 5

**Skills;**

Demonstrate Phase 5, up to a VOC of 7.

**Phase 6:**

**Knowledge:** The purpose and reason for the body scan and the importance of the body sensations.

**Skills;**

Demonstration of Phase 6

**Phase 7:**

**Knowledge;**

The reason for and the importance of closure.

When to close. Different procedures for closure depending on how the session is going.

How to close if a session is finished, or not.

**Skills:**

**Demonstrate Phase 7**

**Phase 8;**

**Knowledge**:

The reason for and importance of Reevaluation

What to do if the previous session was not finished.

What to do if the previous session was finished.

The purpose of the Future Template.

**Skills;**

Demonstrate how to use Phase 8 if the previous session was finished.

Demonstrate use of Future Template.

Demonstrate how to restart an unfinished session.

**Coaching:**

You will provide specific guidance and set goals for next steps.

You will end each session with specific homework for the next session.

You will help problem-solve when necessary.

**Information from EMDRIA**

**You must be an EMDR Certified Therapist to apply for EMDR Consultant toward becoming and EMDRIA Approved Consultant. status must be a current EMDR Certified Therapist.**

EMDR Certified Therapists who have completed the [**online CIT Declaration Form**](https://www.emdria.org/emdr-training/emdr-consultant-in-training/cit-declaration-form/) are eligible to begin working towards EMDR Consultant status.

Applicants must have **three years of experience with EMDR** after completing an EMDRIA Approved EMDR Training Program, and have conducted at l**east three hundred clinical sessions in which EMDR was utilized.**

**You will receive twenty hours of consultation-of-consultation from an EMDR Consultant.**

**Twelve hours of continuing education** in EMDR **every two years** to continue to hold this credential.

This document provides information to establish clear expectations of the consultation process between consultants and consultees.

**MOST IMPORTANTLY!!!**

**Consultation focuses on the mastery and integration of standard EMDR therapy in practice.**

**The consultant values the integrity and independence of the consultee.**

**The consultant and consultee are expected to operate within the ethical standards and scope of practice of their respective professional licenses.**

* The intended purpose of consultation is for the consultant to provide guidance and feedback to the consultee regarding their use of standard EMDR therapy with clients.
* Consultation is not supervision. The consultee maintains full responsibility and autonomy for the decisions involving their clients’ treatment. The consultant provides feedback on the consultee’s implementation of standard EMDR therapy and is not directive with client treatment.
* The consultant’s primary responsibility is to evaluate the consultee’s ability to implement the standard EMDR therapy’s eight phase protocol, three-pronged approach. The consultee should also demonstrate an awareness of situations in which modifications to standard EMDR therapy are necessary in order to safely and effectively treat the client.
* If there are concerns about the consultee’s ability, the consultant is responsible for communicating those concerns as early as possible during the consultation process so that appropriate corrective measures can be taken by the consultee.

During the consultation-of-consultation process, the consultant provides direction and input regarding the CITs skills and ability as a consultant. The consultant also evaluates the CITs skill and ability as a consultant.

Consultants are expected to provide up-to-date and relevant information regarding the utilization of standard EMDR therapy with various client populations. The consultant recognizes her limits of competency and, when appropriate, will refer the consultee to another consultant who is more familiar with a specific client population.

During the consultation-of-consultation process the consultant is expected to:

Identify and talk about the number of consultees to whom the CIT is providing consultation.

The CIT may be coleading a consultation group with the consultant, leading their own consultation group, or providing individual consultation hours to consultees.

Meet with the CIT during predetermined intervals to review and discuss the consultation that the CIT is providing.

To provide feedback that is focused on the CIT’s skill and ability to provide consultation to other clinicians based on material presented by the CIT, direct observation, or recorded observation.

Consultants are expected to document and track the number of consultation-of-consultation hours they provide to the CIT and to retain this documentation for a five year period from the date the consultation concludes.

Inform the CIT at regular intervals if there are concerns that appeared during the consultation-of-consultation process that present an issue and communicate what measures or actions should be taken by the CIT to remedy the concerns so that a recommendation for the Approved Consultant credential can be provided.

Draft letter documenting the consultation-of-consultation hours and recommending the CIT for the Approved Consultant Status.

Approved Consultant Checklist

1. Does the CIT have set expectations and enter into a written contractual agreement for consultation services prior to beginning their work with consultees?  **(Never) 1 2 3 4 5 (Always)**
2. Does the CIT meet regularly with consultees?  **(Never) 1 2 3 4 5 (Always)**
3. What type/manner of consultation is utilized by CIT?  **In Person. Online Video Conferencing Phone (Circle all that apply)**
4. Does the CIT track and document hours with consultees in group and/or individual consultation? **(Never) 1 2 3 4 5 (Always)**
5. Does CIT navigate group consultation successfully, allowing appropriate time for case discussion with each group participant? **(Never) 1 2 3 4 5 (Always)**
6. What type of documentation does the CIT require for consultees’ clinical case material? Video Recordings. Audio Recordings. Near Verbatim Transcripts EMDR Case Presentation Forms Other: (Circle all that apply)
7. Does the CIT review clinical case material presented by consultees and make recommendations based on adherence to standard EMDR therapy? **(Never) 1 2 3 4 5 (Always)**
8. Does the CIT prepare adequately written documentation or provide recording of their consultation sessions with consultees for the purposes of receiving consultation-of-consultation? **(Never) 1 2 3 4 5 (Always)**
9. Is the CIT able to proficiently explain and articulate each phase of the standard EMDR therapy? **Yes No**
10. Does the CIT keep the consultee focused on the standard EMDR therapy? **(Never) 1 2 3 4 5 (Always)**
11. Is the CIT able to effectively guide consultees when they are stuck or applying standard EMDR therapy inaccurately?  **Never) 1 2 3 4 5 (Always)**
12. Does the CIT assess their consultees’ ability to maintain fidelity to the standard EMDR therapy? Is the CIT able to provide effective & helpful guidance to consultees with regard to maintaining fidelity? **(Never) 1 2 3 4 5 (Always)**
13. Does the CIT recognize the therapeutic transference issues that may impact the utilization of EMDR? **(Never) 1 2 3 4 5 (Always)**
14. Can the CIT explain appropriate EMDR case conceptualization, target sequencing and treatment planning?  **(Never) 1 2 3 4 5 (Always)**
15. Does the CIT demonstrate an understanding of advanced EMDR therapy topics, such as application of EMDR with special populations (within their areas of expertise), and working with complex trauma cases?  **(Never) 1 2 3 4 5 (Always)**
16. Does the CIT demonstrate an understanding of when consultees should be using standard EMDR therapy versus when modifications are necessary in order to safely and effectively treat the client?  **(Never) 1 2 3 4 5 (Always)**
17. Is the CIT able to effectively motivate newly trained clinicians to use EMDR?  **(Never) 1 2 3 4 5 (Always)**
18. Does the CIT allow consultees to develop his/her own style?  **(Never) 1 2 3 4 5 (Always)**
19. Does the CIT provide helpful feedback to consultees?  **(Never) 1 2 3 4 5 (Always)**
20. Has the CIT provided consultation to at least five different consultees, three of whom have already completed the EMDR basic training?  **Yes. No**
21. Strengths & Weaknesses of the Consultant in Training