

## Clinical Pastoral Education Program: A Satellite of Bay Area Center for CPE



St. Joseph's Hospital and Medical Center  
Chaplain Services and CPE Department

## Introduction

St. Joseph's Hospital and Medical Center Clinical Pastoral Education Program [SJHMC CPE Program] provides education for ministry and offers spiritual and emotional support to those in our care at St. Joseph's Hospital and Medical Center, a multi-discipline, interfaith, Level I Trauma facility.

Dignity Health is a caring, faith-based health care organization whose mission is: **“To further the healing ministry of Jesus Christ.”**

Our Satellite CPE accredited Internship program consists of a minimum of four, 400-hour (300 Clinical and 100 Educational) units of CPE in the core areas of Pastoral Formation, Reflection and Competence. The CPE training focuses on pastoral theology, grief and loss, developmental and behavioral theories, group and systems theory, bioethics, cultural and pastoral identity formation, level I and level II consultations and providing spiritual care to all, especially to the under-served. In addition, a team of experienced Board Certified Staff Chaplains support CPE students in their learning process as mentors and colleagues.

SJHMC CPE Program is accredited as a satellite of the Bay Area Center for CPE to offer Level I and II CPE.

### **ACPE: The Standard for Spiritual Care & Education**

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## What is CPE?

Clinical Pastoral Education (CPE) is an interfaith professional education for ministry that:

- Features an experience-based theological education for seminarians, clergy, and laity of diverse faith traditions, cultures, and ethnic groups.
- Develops one's capacity for the pastoral and spiritual care of individuals, families and systems.
- Teaches skills and theoretical content in the disciplines of theology, sociology, behavioral sciences, family systems theory and cultural diversity.
- Provides supervisory encounters in ministry with persons in crisis.
- Develops new awareness of self and others through group and supervisory feedback as well as self-reflection.
- Enhances learning to care and learning to be cared for within a community of care.
- Focuses on goals of Pastoral Reflection, Formation and Competence.

For more information about Clinical Pastoral Education, please consult the following web sites:

1. [\*\*ACPE: The Standard for Spiritual Care and Education\*\*](#)
2. [\*\*Association of Professional Chaplains \(APC\)\*\*](#)
3. [\*\*National Association of Catholic Chaplains \(NACC\)\*\*](#)
4. [\*\*Neshama: Association of Jewish Chaplains \(NAJC\)\*\*](#)

## History

SJHMC CPE Program is a satellite of the Bay Area Center for CPE – Dignity Health.

In August 2017, Rev. Dr. Ted Asfaw, ACPE Certified Educator was recruited and hired to become the Director for Spiritual Care and Clinical Pastoral Education in the Chaplain Services and CPE Department at St. Joseph's Hospital and Medical Center.

In October 2017, St. Joseph's Hospital and Medical Center began a dialogue with Dignity Health's Bay Area Center for CPE to become a satellite CPE Center. The "Memorandum of Understanding" to begin the new satellite CPE Center was signed in November 2018 to start the first CPE Unit in the Winter of 2019.

## Programs

### **CPE Internships:**

A "unit" of CPE in any CPE program is based on a standard of a minimum of 400 hours of supervised ministry over a certain period of time. Approximately 300 hours of the student's time will be spent in direct on-site clinical ministry, a combination of on-call ministry and clinical ministry assignments in a specific clinical area of a hospital or community setting. The remaining minimum of 100 hours of structured education are comprised of Individual and Group Supervision, Didactic Seminars, Verbatim and Clinical Case Presentations, and other education experiences.

CPE training provides the basic skills for spiritual care. This program includes:

- Guided reading and instruction in the history and models of pastoral care.
- Exploration of a variety of Pastoral theologies and formulation of one's own pastoral theology.
- Studies in interaction among faith, religions and the behavioral sciences.
- Presentation on subjects of clinical ministry, theological reflection and professional ethics.
- Workshops and seminars on clinical ethical issues, including the Ethical and Religious Directives (ERD's) for Catholic Health Care Services.

Didactic seminars also focus on grief and loss, developmental and behavioral theories, group and systems theory, cultural and pastoral identity formation, level I/II consultations, Native American and Latino Cultures, boundaries, wellness and preparation for Chaplaincy Board Certification.

CPE Internship Units are offered as a part-time CPE training format that lasts 18-20 weeks. The first extended CPE Unit usually starts in the Winter/Spring (January to May) and the second extended CPE Unit starts in Summer/Fall (June to October). The training model is tailor made for full time and working clergy and laypersons that are not able to take a regular CPE unit because of time limitations.

### **Summer CPE Internships:**

When offered, the Summer Unit is offered as an intensive 12-week, full time training that is conducted from June to August. This unit is designed for full time for seminarians and laypersons that are prepared to engage and complete the CPE training in a reasonably short time.

## Application

### **Download the Application for Clinical Pastoral Education.**

Acrobat PDF format in [\(Acrobat PDF\)](#).

Microsoft Word format in [\(Microsoft Word\)](#).

As an educational program for spiritual ministry, SJHMC CPE Program welcomes applications from individuals who have a sense of call to ministry, considerable religious formation and theological education, and a desire to learn. No person shall be denied admission because of race, gender, sexual orientation, age, faith group or no faith group, ordination status, national origin, physical disability or socio-economic status.

### **Admission Criteria**

Applicants will be considered for acceptance into a program on the basis of the following criteria:

1. Personal maturity to be able to function responsibly and professionally in a ministry setting.
2. Sufficient faith maturity to be supportive of persons desiring spiritual care.
3. Spiritual, emotional and physical stamina to safely manage the demands of the clinical setting and the intense learning.
4. Able and willing to engage in an interactive and collaborative educational program comprised primarily of graduate level students who come from diverse cultural, ethnic and religious backgrounds.
5. Articulate specific learning goals for the program they are applying to enter.

### **Educational Requirements for CPE Program**

- Bachelor's (required), Master of Divinity or Master in Theology, preferred.
- Letters of reference or endorsement from one's church or denomination.
- Minimum one year volunteer or work experience in ministry and formation.

## Application Process

If you are interested in applying to our CPE Program, you may send an email to the [SJHMC-az-cpe-center@dignityhealth.org](mailto:SJHMC-az-cpe-center@dignityhealth.org) or [ted.asfaw@dignityhealth.org](mailto:ted.asfaw@dignityhealth.org). You can leave a message on the dedicated CPE line 602.406.1CPE (1273) or call the Chaplain Services Department Administrative Assistant and CPE Registrar, Camille Oleson at 602.406.3275 or email her at [camille.oleson@dignityhealth.org](mailto:camille.oleson@dignityhealth.org).

When you contact us to inquire about our CPE Program, we will send you the full application packet. You can also find additional information about CPE by looking up the “Information for Prospective Students Frequently Asked Questions” on the ACPE’s website at [www.acpe.edu](http://www.acpe.edu). The ACPE Application Form is located under item #11. The ACPE application can also be found on page nine (9) of this document. The following link provides the essential CPE Core Curriculum found in the ACPE Standards outlined as CPE Objectives and CPE Outcomes.

- [Objectives and Outcomes of Clinical Pastoral Education Program](#)

Make sure that the ACPE APPLICATION ([PDF](#)) is fully completed and accompanied by ALL the required written responses and documentation. Include an application fee of **\$25**, payable to **St. Joseph’s Hospital and Medical Center**, in your application packet. You will be contacted for a first Screening Interview. If successful, a thorough Admission Interview process will follow at our CPE Center.

## ACPE Faculty



Rev. Dr. Thewodros [Ted] Asfaw is an ordained Seventh - day Adventist minister. He is a native of Ethiopia and a naturalized American Citizen who arrived to the United States in 1985. He holds a BA and M.Div. degree from Andrews University, Michigan and a D. Min. degree from United Theological Seminary in Dayton, Ohio. He was trained in the South Central Region and has worked in four different regions as an ACPE Supervisor. In 2007 Rev. Dr. Asfaw was one of the recipients of ACPE's Helen Flanders Dunbar Award for the pioneering team work in conducting the first official ACPE Unit at Africa University, in Mutare, Zimbabwe. Rev. Dr. Asfaw has served in leadership and administrative roles as Operations Manager of a Pastoral Care Department and CPE Program in Missouri (1997-2006); Regional Director of Spiritual Care Department and a CPE Center in Maryland; an ACPE Educator in New York (2011-2013) and Director of Spiritual Care and CPE Center in Pennsylvania (2013-2016). During these years, he worked to establish Satellite CPE Centers and brought them to full Accredited Centers. He also participated as a member of several Accreditation Site Teams, an ACPE-REM Regional Representative, and a member of Accreditation Commission and Certification Committees. In May 2016, Rev. Dr. Asfaw became the ACPE Certified Educator and Manager of Clinical Pastoral Education Program at Dignity Health Arizona Hospital Corpus Christi at Dignity Health Arizona Health System as in Corpus Christi, Texas. In August 2017, Rev. Dr. Asfaw was recruited and started his role of being the Director of Chaplain Services and Spiritual Care Department with the mission and vision of starting a new CPE Center in Phoenix at St. Joseph's Hospital and Medical Center Chaplain Services Department that serves the Dignity Health Arizona Service Area healthcare facilities.



## Contact

**For more information please contact:**

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## ACPE: The Standard for Spiritual Care & Education

### Information for Prospective Students – Frequently Asked Questions

#### **1. What is Clinical Pastoral Education?**

Clinical Pastoral Education (CPE) is interfaith professional education for ministry. It brings theological students and ministers of all faiths (pastors, priests, rabbis, imams and others) into supervised encounters with persons in crisis. Out of an intense involvement with persons in need, and the feedback from peers and teachers, students develop new awareness of themselves as persons and of the needs of those to whom they minister. From theological reflection on specific human situations, they gain a new understanding of ministry. Within the interdisciplinary team process of helping persons, they develop skills in inter-personal and inter-professional relationships.

#### **2. What do the essential elements of CPE include?**

- The actual practice of ministry to persons
- Detailed reporting and evaluation of that practice
- Pastoral Supervision
- A process conception of learning
- A theoretical perspective on all elements of the program
- A small group of peers in a common learning experience
- A specific time period
- An individual contract for learning consistent with the objectives of CPE
- The CPE program must be conducted under the auspices of an ACPE Certified Educator (faculty) attached to an ACPE accredited CPE center.

### 3. What kind of things might be included in the individual learning contract?

- Pastoral Reflection - reflection on one's self as person and pastor in relationship to persons in crisis, the supervisor, and peer group members, as well as the curriculum and institutional setting.
- Pastoral Formation - focus on personal and pastoral identity issues in learning and ministry.
- Pastoral Competence - deepening and unfolding of competence in pastoral function, pastoral skills and knowledge of theology and the behavioral sciences.

Some ACPE accredited Centers also offer Pastoral Specialization, focusing on the student's desire to become competent and knowledgeable in a particular area of ministry, e.g. oncology, urban ministry, parish ministry, hospice ministry, etc.

### 4. What are the different types of CPE?

ACPE accredited Centers offer **Level I** and **Level II CPE**, as well as **Supervisory CPE**, in sequence. The outcomes for each level must be completed before moving to the next level. ACPE certified CPE is usually offered in single units (10-12 weeks) or in a year-long program (3-4 consecutive units). Some ACPE accredited Centers have other part-time options. The Center of your choice can explain the options available at their location.

## 5. What does CPE prepare a person to do?

- ACPE certified CPE serves as a part of one's preparation for parish ministry, chaplaincy, lay ministry, teaching, and counseling. A student's learning contract may be focused toward integration of theological, psychological, and pastoral insights into pastoral functioning for parish work. Or the contract may be designed with a career goal of chaplaincy or pastoral counseling.
- Some students, after completing several units of ACPE certified CPE, choose to enroll in Educator CPE working toward certification as an ACPE Certified Educator. In Educator CPE the student learns the theory and practice of education and has an experience of educating CPE students under the guidance and with the consultation of an ACPE Certified Educator.
- ACPE certified CPE develops the capacity for the pastoral and spiritual care of individuals, families, and systems.
- Many theological schools require one unit of CPE as a part of a theological degree program.
- Other schools accept a year of CPE as the required intern year of ministry for a theological degree program.
- A number of theological schools which are members of the ACPE have graduate degree programs which combine academic study and Educator CPE.

## 6. I want to be a chaplain or a pastoral counselor. Do I need CPE?

The [Association of Professional Chaplains](#), the [National Association of Catholic Chaplains](#) and [Neshama: Association of Jewish Chaplains](#) and other organizations certify chaplains. The [American Association of Pastoral Counselors](#) trains and provides continuing education for pastoral counselors. Some CPE is required as a pre-requisite. You should contact these organizations directly about their requirements.

## 7. What are some vocations in pastoral care?

	Areas of Service	Training Recommended or Required
<b>1. Pastoral Care</b>	Pastor, Church Staff, Social Services	Clinical Pastoral Education (minimum of one unit)
<b>2. Professional Chaplaincy</b>	Hospital, hospice, military, or other institutional chaplaincy	Clinical Pastoral Education (4 units required for board certification)
<b>3. Pastoral Educator (ACPE Educator)</b>	Supervisor of CPE programs in a variety of settings	CPE (Level I, Level II and Supervisory) Successful completion of certification process
<b>4. Pastoral Counselor</b>	Counselor on church staff, counseling center or agency	CPE (at least 1 unit) PLUS pastoral counseling training program
<b>5. Licensed Professional</b>		Varies from state to state; can often be done in conjunction with pastoral counseling training

### Contacts:

1. **ACPE:** The Standard for Spiritual Care & Education (ACPE)
2. **APC** for training and Association of Professional Chaplains (APC) or NACC or NAJC for certification.

### Certification:

3. **AAPC** for introductory unit and American Association of Pastoral Counselors (AAPC) for pastoral counseling training
4. **AAPC** or state credentialing agency

## **8. Who is eligible to enroll in CPE?**

For units of ACPE certified CPE: An individual who, through a written application and an admissions interview, has demonstrated the ability to participate in ACPE Certified CPE, usually one who has successfully completed at least one year of theological school. And such other requirements or education and experience as a specific ACPE Center may require. For ACPE accredited Educator CPE programs: An individual who has successfully completed several units of CPE and has demonstrated a readiness to utilize Educator CPE, usually one who has a theological degree and several years of pastoral experience.

## **9. Do I have to be ordained to do CPE?**

Specific requirements regarding ordination as a prerequisite are determined by each ACPE accredited CPE center.

## **10. Where can one enroll in CPE?**

ACPE accredits about three hundred CPE Centers and Systems throughout the United States. ACPE Centers are located in health care institutions, hospitals of all kinds (e.g. general, university, children's, psychiatric, military, VA), geriatric centers, hospices, parishes, mental health facilities, correctional institutions, and a variety of other settings. Click here for an [online directory](#).

## **11. How may I enroll in CPE?**

[Click here](#) to access the CPE Application form as a Microsoft Word document.

- Complete the application and send it directly to the ACPE accredited Center where you wish to enroll.
- The ACPE accredited center will then contact you for an interview.

## **12. Can I apply to more than one ACPE center?**

Yes, you may apply to as many ACPE accredited Centers as you chose. Many ACPE accredited Centers have an application fee. The ACPE [online directory](#) will provide this information.

### **13. What are the dates for CPE and deadlines for application?**

Each individual ACPE accredited Center establishes its own dates for their programs and application deadlines. Contact the ACPE accredited Center for this information.

### **14. What does CPE cost and are scholarships available?**

Tuition is determined by each ACPE accredited Center. Some ACPE accredited Centers have scholarship programs. There is not a scholarship program at the national level. Questions should be directed to the specific ACPE accredited Center.

### **15. I am an international student. How do I enroll in CPE?**

International students should apply to the ACPE accredited Center of their choice. Once accepted, the student should contact the ACPE national office (email: [kimberly@acpe.edu](mailto:kimberly@acpe.edu)) to apply for a visa. The visa process can take from six to nine months to complete. The visa must be obtained before you can begin ACPE certified CPE. Additional considerations are discussed on the [International Student Information page](#).

### **16. Can I get academic credit for CPE?**

Many theological schools and seminaries grant academic credit for ACPE certified CPE. You should contact them directly for this information.

### **17. Can I get CPE credit for previous work/ministry experience?**

No, ACPE credit is not granted for previous work experience. However, your previous work/ministry experience will be considered during the interview/acceptance process.

However, there are agreements between ACPE and CASC/ACSS ([Canadian Association for Spiritual Care](#)) and between ACPE and NACC ([National Association of Catholic Chaplains](#)) which recognize the student units of the other organization. There is also an agreement between ACPE and NCPE (Norwegian CPE) to recognize each other's units in certain instances.

Also, currently there is a reciprocity agreement between ACPE and CASC/ACSS for the recognition of each others' certification of supervisors. NACC Supervisors may supervise in ACPE programs under certain conditions. There is also an agreement between ACPE and NCPE (Norwegian CPE) to recognize each other's Supervisors under certain conditions.

**18. Can I do CPE online or through some other distance learning process?**

ACPE certified CPE currently does not have online programs, but some ACPE accredited Centers utilize distance learning as a modality.

**19. I have a complaint about an ACPE center or an ACPE supervisor. What should I do?**

ACPE encourages complaints be resolved at the local ACPE accredited Center level. Mediation is often an option. If the complaint does not get resolved at this level, a formal complaint can then be filed. [Click here](#) for more information.

**20. How can I become a member of ACPE?**

ACPE Bylaws specify several membership categories for interested agencies and individuals. ACPE members receive the ACPE News, and information about the Annual Conference, and member rates to educational events. Members are encouraged to participate in national and regional conferences. Membership is maintained by meeting Association standards, ethics, and payment of annual membership fees.

Membership in the ACPE as an ACPE Certified Educator is available only through successful completion of the Certification process. More information is available in the [Certification](#) section of the ACPE website. Center, System, or Cluster membership is available through the Accreditation process. More information is available in the [Accreditation](#) section of our website.

For ACPE membership categories and forms, [click here](#).



## **21. Additional information for prospective students:**

ACPE certified CPE is an experience in process education which has been shaped by history and yet remains responsive to the present-day cultural developments which will affect your pastoral formation. The heart of ACPE certified CPE is your ministry with people and learning from that ministry through reflection, discussion, and evaluation with other students and your supervisor. In your ACPE certified CPE experience, you will utilize verbatim (in the form of Pastoral Care Reports), case studies, and other ministry descriptions to present your ministry to supervision. The focus in some seminars will be on what is happening to you, the care giver, as much as on what is happening to the people receiving your ministry. There will be discussions which assist you in understanding theological issues arising from experience. There will be opportunities to learn from behavioral sciences while also reflecting theologically, so you can draw from both in understanding the human condition. You will be challenged to think about groups and social structures as well as individuals in defining your ministry. You also will be part of a dynamic learning group with other students and your supervisor, which will provide opportunities for mutual supervision, care giving, challenge and appreciation.

## **22. Where will I be ministering?**

ACPE certified CPE is offered in a number of different kinds of settings. In many of the settings, such as general hospitals, mental health facilities, correctional institutions, children's hospitals, and nursing homes, you will minister to individuals, families, and small groups of people as a chaplain. ACPE certified CPE may, however, be done in any setting where ministry happens. There are a growing number of ACPE accredited Centers with innovative approaches to ministry. Many ACPE accredited Centers are being established as Congregational or Community-based models in connection with a local church or churches. You may want to clarify with an ACPE accredited Center the types of ministries which occur there.

### **23. What is a typical day in CPE?**

ACPE certified CPE units may be either full time or part time. Either schedule will include an equivalent number of ministry and education hours. Some extended ACPE certified CPE units meet one day per week for structured educational sessions, and ministry is performed at other times. A more common day, however, is one in which time is provided for ministry and for several education events. Since the heart of ACPE certified CPE is ministering and learning from the experience, a day's schedule frequently includes a clinical seminar in which a student presents a pastoral encounter to other students and the supervisor for discussion and feedback.

Other typical sessions are: didactic seminars in which discussion follows a lecture; discussion of a book or article; exploration of theological concerns; peer group meetings or interpersonal group sessions for mutual sharing, caring, support and relationship concerns are explored; and worship or sharing occasions which provide opportunity for spiritual nurture. Field trips, workshops, and clinical observations may be periodically included. Evaluation experiences with the other students and your supervisor are also part of an ACPE accredited CPE program and may be scheduled at the end of a unit to sum up the experience, midway to assess your learning objectives, and, at other times, such as with the other care providers in your ministry area. You will discover that an ACPE accredited CPE schedule asks for active investment but also provides time for sharing, reflection, preparation, and relaxation.

### **24. What is the CPE learning environment?**

If you have never participated in a dynamic, interpersonal, process educational experience, you may be concerned about what it will be like. A foundational task will be for the other students, your supervisor and you to share with each other in such a way that all are cared for, supported, and challenged without being belittled. Furthermore, since an individual best knows his or her own limits, everyone will need to respect other's boundaries and work to negotiate appropriate learning relationships. Developing a learning environment that is supportive, stimulating, and safe will make the risks of interpersonal learning and growth worth taking.

## **25. Accredited vs. Non-Accredited Seminaries/Universities**

To be certified as an ACPE Certified Educator or professional chaplain, students must earn a Bachelors and Master's degree from a nationally or regionally accredited university or seminary. The following websites will help determine if an educational institution's accreditation is recognized:

- [Council of Higher Education Association](#)
- [Middle States Association of Colleges and Schools](#)
- [New England Association of Schools and Colleges](#)
- [North Central Association of Colleges and Schools](#)
- [Southern Association of Colleges and Schools](#)
- [Western Association of Schools and Colleges](#)
- [Association of Theological Schools](#)
- [U.S. Department of Education](#)

## **26. More Information**

Any [ACPE Certified Educator](#) or ACPE [Seminary Liaison Professor](#) is available for consultation concerning opportunities for students in CPE.

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