

**Tampa Bay Institute for
Psychoanalytic Studies, Inc.
Candidate Handbook**

March 2022

Policy Number: EPP-300

Subject: Candidate Application Process

Purpose: To identify and describe the procedure for application to the psychoanalytic or psychoanalytic psychotherapy training program.

Procedures

1. All applicants will complete the Tampa Bay Institute for Psychoanalytic Studies Application for Training.
2. To complete their application for admission, applicants must also submit:
 - a) autobiographical statement
 - b) curriculum vitae
 - c) two professional references (Form A) submitted directly to TBIPS from the recommender
 - d) official transcripts of undergraduate and graduate education
 - e) copy of state license and/or certification(s) in one of the mental health professions (if applying for Clinical Track)
 - f) copy of malpractice insurance policy (if applying for clinical track)
3. Application materials pertaining solely to the Clinical Track (see 2e, 2f) will be waived for applicants applying to the Academic Track of training or pending for license-eligible applicants to the Clinical Track of training.
4. Applications for admission are accepted on a continual basis. Acceptance may be subject to space limitations. Early application is encouraged to permit careful consideration of each applicant.
5. In addition to the requirements of a completed application and submission of materials listed in 2a - 2g, enrollment interviews will be required for admission.
6. All suitable applicants will have two or more admission interviews with faculty. When possible, the applicant will also be provided with the opportunity to meet with a current candidate.
7. After completion of the application process, including the admission interviews, the candidate will be notified of the decision regarding admission within a timely fashion.
8. The training coordinator or a designated representative will be available to assist the applicant through the application process and will be responsible for notifying the applicant of the decision regarding admission.

Orig. 09/05, rev. 05/06, rev. 6/10

Tampa Bay Institute for Psychoanalytic Studies, Inc.

3404 62nd St E
Phone: (813) 908-5080

Bradenton, FL 34208
tampapsychoanalytic.net

Application for Training

Psychoanalytic Clinical Track ____ Psychoanalytic psychotherapy Clinical Track ____
Academic Track ____ Academic Track ____

Name (print) _____

Address Home _____

Business _____

Phone Home (____) _____ Business (____) _____

Email _____ Fax (____) _____

Birth date _____ Age ____ Social Security Number _____

ACADEMIC BACKGROUND

Please forward official transcripts

Institution	Degree Awarded	Major	Dates

Previous Psychoanalytic Studies, if any:

Institution _____ Dates of Attendance _____

Courses completed (list courses or attach transcript)

PROFESSIONAL BACKGROUND

1. Licensure and/or Certifications (Indicate states and type):

2. Professional Affiliations

3. If employed in mental health field, list the name of your agency or employer and provide a brief description of your work.

4. If in private practice, describe the nature of your practice including the populations served, treatment modalities, and length of time in practice.

5. Describe any additional work experience or specific skills (including areas not directly related to psychotherapy or mental health):

PERSONAL PSYCHOANALYSIS or PSYCHOTHERAPY

Name of analyst/therapist: _____ Degree _____
Dates in treatment _____ Sessions per week _____

PROFESSIONAL REFERENCES

List two individuals (other than your analyst or therapist, past or present) who are in a position to comment on your professional work and your suitability for training.
Please have each reference complete Form B and forward to the address indicated.

<u>Name</u>	<u>Address</u>	<u>Nature and Dates of Professional Relationship</u>
1. _____	_____	_____
2. _____	_____	_____

PERSONAL STATEMENT

Please submit a personal statement (4-7 pages) which would include how events and circumstances in your own life have contributed to your interest in psychoanalytic training. Please include an assessment of your strengths and weaknesses along with a description of how you feel the training may assist with your professional goals, and any other reasons you may have for seeking training.

Signature Date

Please include the following with your completed application:

- o Current copy of your Curriculum Vitae
- o Copy of your FL state mental health services license and/or certifications
- o Copy of your current malpractice insurance certificate
- o Personal Statement (see description above)
- o Transcripts from undergraduate and graduate educational institutions
- o Professional references (Form B) should be forwarded directly from the recommender to TBIPS.

Send all application materials to: Tampa Bay Institute for Psychoanalytic Studies
3404 62nd St E
Bradenton, FL 34208

TBIPS does not discriminate on the basis of gender, race, creed, sexual orientation, physical disability, or national origin.

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Form A – Reference

_____ has provided your name as a person who is familiar with their
(Name of Applicant)
professional work. Please write a brief evaluation of the applicant below, including comments about
clinical skills, if applicable, and about personal integrity.

Name of Reference *(please print)* _____

Address _____

Phone (____) _____ Fax (____) _____ Email _____

Name and address of professional affiliation:

Date

Signature of Reference

Please return completed form to:
Tampa Bay Institute for Psychoanalytic Studies, Inc
3404 62nd St E
Bradenton, FL 34208

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP-305

Subject: Candidate and Student Eligibility

Purpose: To identify qualifications for psychoanalytic candidates.

Procedures

1. Applicants for admission to the Clinical Track of psychoanalytic training are expected to meet the following requirements:

- a) Licensed, certified, or license-eligible in a mental health profession
- b) A Master's degree or higher in psychology, social work, medicine, psychiatric nursing, or other appropriate field of study.
- c) Demonstrated evidence of clinical aptitude, capacity for achievement, maturity of personality, self-awareness, and commitment to begin a personal analysis.

2. Applicants for admission to the Academic Track of psychoanalytic training are expected to meet the following requirements:

- a) A Master's degree or higher in any field of study is preferred.
- b) Demonstrated interest in psychoanalysis
- c) Demonstrated relevance of psychoanalytic training to professional goals
- d) Demonstrated evidence of capacity for achievement, maturity of personality, self awareness, and commitment to begin a personal analysis.

3. Applicants for admission to the Clinical Track of psychoanalytic psychotherapy training are expected to meet the following requirements:

- a) Licensed, certified, or license-eligible in a mental health profession
- b) A Master's degree or higher in psychology, social work, medicine, psychiatric nursing, or other appropriate field of study.
- c) Demonstrated evidence of clinical aptitude, capacity for achievement, maturity of personality, self-awareness, and commitment to begin a personal analysis.

License eligible applicants who are admitted to the Clinical Track of psychoanalytic training must provide documented proof of licensure and malpractice coverage prior to beginning the control case component of training.

4. Applicants for admission to the Academic Track of psychoanalytic psychotherapy training are expected to meet the following requirements:

- a) A Master's degree or higher in any field of study is preferred.
- b) Demonstrated interest in psychoanalysis
- c) Demonstrated relevance of psychoanalytic training to professional goals
- d) Demonstrated evidence of capacity for achievement, maturity of personality, self awareness, and commitment to begin a personal analysis.

5. Students who attend classes and seminars are expected to meet the following requirements:

- a) A Master's degree or higher in any field of study is preferred.
- b) Demonstrated interest in psychoanalysis
- c) Demonstrated relevance of psychoanalytic training to professional goals
- d) Demonstrated evidence of capacity for achievement, maturity of personality, and self awareness.

6. License eligible applicants who are admitted to the Clinical Track of psychoanalytic or psychoanalytic psychotherapy training must provide documented proof of licensure and malpractice coverage prior to beginning the control case component of training.

7. Applicants who have received previous psychoanalytic or psychoanalytic psychotherapy training from other Institutes may make inquiry with regard to the possibility of waiving specific seminars or obtaining advanced status. Each case will be considered in the light of the applicant's prior experience, the equivalence of the previous psychoanalytic training to the TBIPS curriculum, and the educational standards of TBIPS.

Tampa Bay Institute for Psychoanalytic Studies, Inc.
Educational Policies and Procedures

Policy Number: EPP-310

Subject: Candidate Selection Process

Purpose: To specify the selection process for psychoanalytic and psychoanalytic psychotherapy candidates.

Procedures

1. All applicants must submit a completed application with all required attachments and additional materials as described in EPP-300.
2. Upon receipt of all required materials, all members of the Faculty Committee will be notified of the receipt of a completed application. The Faculty Committee will identify at least two members to conduct separate enrollment interviews with each applicant. When possible, the Faculty Committee will also facilitate a meeting with a current candidate. Meetings with current candidates will not focus on assessment of applicant qualifications but will provide an opportunity for the applicant to assess the compatibility of the training program with applicant goals.
3. An Applicant Review Form will be completed for each applicant by all interviewers within 14 days following completion of the interview.
4. Upon completion of interviews, the Faculty Committee will convene to review the applicant's folder and vote on a decision regarding admission. TBIPS does not discriminate on the basis of gender, race, creed, sexual orientation, physical disability, or national origin.
5. The applicant will receive written notification of the decision regarding admission within a timely fashion.
6. If an applicant is denied admission to the psychoanalytic training program, the applicant will be advised of the determining factors for the decision and be referred to EPP-315.
7. The Training Coordinator or a designated representative will be available to assist the applicant throughout the application process and will be responsible for notifying the applicant of the decision regarding admission.
 8. An applicant's psychoanalyst or psychotherapist, past or present, may not conduct an admission interview or participate in any part of the admissions deliberations.
9. Records of all applications and admission interviews will be maintained by TBIPS.

Orig. 09/05, rev. 06/06, rev. 06/10

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Form B

_____ has provided your name as their personal psychoanalyst and
(Name of Candidate)
has authorized TBIPS to contact you to verify the following information. Please complete the form below.

1. Name, address, and phone number of psychoanalyst:

2. Date Treatment Began: _____

3. Number of sessions per week: _____

4. Psychoanalytic Affiliations of Analyst:

a) Name and address of Training Institute and Date of Graduation

b) Courses Taught, Committees Served On, and/or Publications:

c) Years of Experience as a Practicing Psychoanalyst _____

Date

Signature of Psychoanalyst

Please return completed form to:
Tampa Bay Institute for Psychoanalytic Studies, Inc
3404 62nd St E
Bradenton, FL 34208

Orig. 09/05

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP- 400

Subject: Therapeutic Psychoanalysis and psychoanalytic psychotherapy

Purpose: To specify the program requirements for therapeutic psychoanalysis and psychoanalytic psychotherapy for candidates.

Procedures

1. The candidate's treatment is separate from their training at TBIPS. To maintain confidentiality and respect the integrity of the treatment process, TBIPS is a non-reporting Institute. The therapeutic analyst/therapist only informs TBIPS of the starting and ending dates of treatment, the frequency, and any interruptions in treatment that exceed three months.
2. Prior to beginning first year courses, each candidate must be in psychoanalysis with an approved therapeutic psychoanalyst (see eligibility criteria, EPP-405). The candidate will provide TBIPS with a completed form (Form B) which provides the start date of their treatment, information regarding the qualifications of their analyst, and is signed by the therapeutic analyst.
3. Excepting the information provided by Form B and information regarding any interruptions in treatment (while in training) that exceed three months, all information within a therapeutic analysis is strictly confidential. To preserve the confidentiality of the candidates training in a small professional community, any consultation that is sought by a therapeutic analyst regarding a candidate must be obtained out of the geographical area and with an analyst that is not a member of TBIPS.
4. Fees, frequency, and duration for a therapeutic analysis are arranged between the analyst/therapist and candidate.
5. Candidates are expected to be in treatment for 75% of the duration of their didactic courses. Psychoanalytic psychotherapy candidates are recommended to have a frequency of at least two (2) sessions per week, with a required minimum of one session per week. Psychoanalytic candidates are recommended to have a frequency of at least 3-5 sessions per week, with a required minimum of three (3) session per week.

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP-410

Subject: Supervised Control Cases

Purpose: To specify the requirements pertaining to supervised control cases.

Procedures

1. Each candidate is required to have at least two separate analytic cases under the supervision of two different supervising psychoanalysts for a minimum of at least two years duration each.
2. Candidates are eligible to begin a control case after 3 quarters of didactic training and personal psychoanalysis. Advisors will assist candidates in determining readiness to begin their control case.
3. After at least six months of demonstrated competence with the first control case, a request to begin a second control case may be initiated by the candidate following the same procedure as specified for requesting approval for the first control case.
4. Frequency of analysis for control cases should fall in the range of three to five times weekly. However, since frequency does not per se define the psychoanalytic process, a candidate may begin their control case at a frequency of twice weekly with the goal of analyzing the meaning of frequency within the analysis and increasing to the required three to five times weekly. In such cases, the time spent working at a lesser frequency prior to the increase in sessions will count towards the training requirement of two years duration as long as the case is under supervision by a qualified supervising analyst.
5. Frequency of supervision must be a minimum of at least once weekly.
6. After the initial three months, a written case summary must be prepared with a focus on analyzability. A summary should be prepared every six months thereafter until graduation. A copy of the summary should be submitted to the Supervisor, Training Coordinator, Advisor, and candidate record within thirty days of the specified 3 month and 6-month intervals.
7. The supervisor will provide written feedback on each summary submitted by the candidate within three weeks. Supervisors also provide written feedback to the candidate and Institute (copies to be forwarded to the Training Coordinator, Advisor, and Student Record) after the initial three months and every six months thereafter.
8. Completion of the requirements for the Supervised Analytic Cases component will include demonstration of adequate understanding of the implementation of the analytic process at a Case Presentation Evaluation as described in EPP-610.

Orig. 10/05, Rev 07/06

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Supervisor Qualification Form (Form C)

_____ has provided your name for consideration as a supervisor
(Name of Candidate)
of their psychoanalytic training cases. Please complete the form below and attach a resume.

Name _____ **Degree** _____ **License #** _____ **State** _____

Address: _____

Phone _____ **Fax** _____ **Email** _____

Psychoanalytic Affiliations:

a) Name and address of Training Institute and Date of Graduation

b) Institutes with which currently affiliated

c) Courses Taught, Committees Served On, and/or Publications:

d) Years of Experience as a Practicing Psychoanalyst _____

e) Years of Experience as a Supervising Analyst or Psychoanalytic Psychotherapist _____

f) Number of candidates supervised over the years _____

g) Experience with telephone/Skype supervision _____.

Date

Signature

Please return completed form with CV and copy of license to:

Tampa Bay Institute for Psychoanalytic Studies
3404 62nd St E
Bradenton, FL 34208

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Request to Begin Control Case (Form G)

Additional materials may be attached if necessary

Candidate Name _____ Date of Request _____

Advisor _____

Date Candidate Entered Psychoanalytic/ Psychoanalytic Psychotherapy Training _____

Number of Academic Semesters Completed at TBIPS Psychoanalytic/ Psychoanalytic Psychotherapy Division _____ (If transferring from another Institute, please attach transcript of coursework)

Amount of time in psychoanalytic/ Psychoanalytic Psychotherapy treatment with an approved therapeutic analyst/therapist _____

Do you currently have a control case in progress yes no

If yes:

Current supervisor's name _____

Length of time current control case has been in progress _____

Number of supervisory sessions to date _____

Please indicate any other factors which you would like to be considered in your request:

To Be Completed by Advisor

Recommendation based on review of evaluations from coursework and existing supervisor(s) when applicable.

Recommendation: Grant approval

Deny approval

Recommend psychotherapy supervision as a prerequisite

Other (please specify) _____

Comments (please note rationale for your recommendation): _____

To Be Completed By Psa Training Coordinator

Decision of Faculty Committee: Grant approval

Deny approval

Recommend psychotherapy supervision as a prerequisite

Other (please specify) _____

Comments or recommendations: _____

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP-500

Subject: Evaluation of Candidates

Purpose: To specify the process of candidate evaluation.

Procedures

1. Candidates will receive written and verbal progress evaluations at multiple points throughout their training. Copies of all formal written evaluations and progress reports will be maintained in the TBIPS candidate file, provided to the candidate's advisor, and provided to the candidate at the time of evaluation.
2. Throughout training, the candidate meets to discuss problems, concerns, and their progress with their individual advisor. Meetings may be initiated by candidate or advisor with the time and place to be arranged between the two. The advisor is a faculty member of TBIPS chosen by the candidate at the beginning of training, or later, in the event that a candidate requests a change in advisor. The advisor may not be the candidate's personal psychoanalyst or psychotherapist, past or present, or a present supervisor.
3. The advisor does not act as an evaluator of the student's progress except as in the capacity of individual course instructor. The role of the advisor is to facilitate the candidate's progress through training and help the candidate develop professionally, capitalizing on the candidate's strengths and identifying weaknesses. Candidates' requests to speak confidentially with their advisor will be honored.
4. Additionally, candidates may speak with the Training Coordinator or members of the Faculty regarding training issues at any time.
5. Candidates will receive a written progress evaluation (Form D) from each faculty member within two weeks of the completion of each course. The progress evaluation will be provided to candidates in individual meetings. In some circumstances, such as faculty residing out of the geographical area, individual progress evaluation meetings may take place by telephone.
6. For clinical candidates, supervisors will complete a written progress evaluation (Form E) after the initial three months and for every six months thereafter. The progress evaluation will be provided to candidates in individual meetings. In some circumstances, such as supervisors residing out of the geographical area, individual progress evaluation meetings may take place by telephone.
7. A candidate's advisor will meet with them at the end of each academic year to provide a review of their evaluations and progress towards individual and institutional goals.

TAMPA BAY
INSTITUTE FOR PSYCHOANALYTIC STUDIES

**Faculty Progress Evaluation of Candidate
(Form D)**

Faculty: _____ Candidate: _____

Course: _____ Date of Evaluation: _____

	Needs Further Development	At Expected Developmental Level	Exceeds Expectations of Current Developmental Level	Cannot Rate
<u>Basic Academic Skills</u>				
Overall Rating of Basic Academic Skills				
Conceptual Ability				
Mastery of Factual and Theoretical Material				
Understanding of Abstract Ideas				
Oral Skills				
Written Skills				
Creativity				
Clarity of Thoughts				
Completes reading and other assignments				

***Comments Regarding Basic Academic Skills:**

	Needs Further Development	At Expected Developmental Level	Exceeds Expectations of Current Developmental Level	Cannot Rate
<u>Application of Knowledge</u>				

Overall Rating of Application of Knowledge				
Application of Class Material to Clinical Situations				
Application of Theory of Mind to Broader				
Capacity to Integrate Knowledge of Theory and				
Integrates Contributions from Differing Theoretical Perspectives Where Applicable				
Ability to Appropriately Integrate Knowledge from Related Disciplines or Research (e.g. Science, Education, Sociology, etc.)				
Evidences Maturity of Judgment				
Demonstrates Insight				
Evidences critical thinking skills				

***Comments Regarding Application of Knowledge:**

Faculty Progress Evaluation of Candidate (Page 2 of 2)

Candidate Name _____

	Needs Further Development	At Expected Developmental Level	Exceeds Expectations of Current Developmental Level	Cannot Rate
Interpersonal/Professional Development				
Overall Rating of Interpersonal/Professional				
Class Participation				
Inquisitiveness				
Relevance of contributions to class				
Professional Demeanor				
Motivation to Learn				
Openness to Feedback				
Demonstrates Initiative				
Recognizes Individual Differences				
Sensitivity to Others				
Coping with Ambiguity				
Recognizing One's Limitations				
Self-confidence				
Relationship to Class Participants				

***Comments Regarding Interpersonal/Professional Development:**

Other Comments:

Number of absences from class _____

Suggestions for Improvement or Further Development:

Suggest Consideration for Training Coordinator Review

Faculty Signature

Date

Additional comments may be attached

Orig. 09/05, Rev. 07/06

TAMPA BAY
INSTITUTE FOR PSYCHOANALYTIC STUDIES

**Supervisor Progress Evaluation of Candidate
(Form E)**

Faculty: _____ **Candidate:** _____

Interval: _____ **3 month (Initial)** _____ **6 month** _____ **Other (Please specify)** _____ **Date** _____

Clinical Skills	Needs Further Developme nt	At Expected Development al Level	Exceeds Expectations of Current Development al Level	Canno t Rate
Overall Rating of Clinical Skills				
Ability to conceptualize case material using knowledge of theory of mind and technique				
Appropriately Uses Self Awareness and Self-Reflectiveness in Clinical Activity				
Applies Technical Skills in a Creative Way				
Ability to Discuss Transference and Countertransference				
Can Discriminate and Discuss Defenses				
Can Detect and Explore Unconscious Symbolic Meanings				
Can Maintain Relative Neutrality				
Establishes and Maintains Therapeutic Relationship				
Demonstrates Empathy				
Formulates Appropriate Interpretations and Other				

***Comments Regarding Clinical Skills:**

***Please Comment on the Progress of the Case:**

Supervisor Progress Evaluation of Candidate

Professional Development	Needs Further Development	At Expected Developmental Level	Exceeds Expectations of Current Developmental Level	Cannot Rate
Overall Rating of Professional Development				
Uses Supervision Collaboratively				
Incorporates Critical Evaluation into Clinical Work				
Recognition of professional responsibilities and				
Evidences Maturity of Judgment				
Professional Demeanor				
Motivation to Learn				
Openness to Feedback				
Coping with Ambiguity				
Recognizing One's Limitations				
Inquisitiveness				
Demonstrates Knowledge of and Sensitivity to Issues				
Self-confidence				
Demonstrates Insight				

***Comments Regarding Interpersonal/Professional Development:**

Other Comments:

Suggestions for Improvement or Further Development:

Suggest Consideration for Training Coordinator Review

Supervisor Signature

Date

Additional comments may be attached.

Orig. 09/05

TAMPA BAY INSTITUTE FOR PSYCHOANALYTIC STUDIES

**Candidate Evaluation of Faculty/Course
(Form F)**

Faculty: _____ **Course:** _____

(List One Faculty per Form)

Date of Evaluation: _____ **Dates of Course:** _____

**Candidates will complete one evaluation per faculty member in each course.*

Course Content	Did Not Meet Expectations	Average/ Met Expectations	Exceeds Expectations	Cannot Rate/ Not Applicable
Overall Rating of Course Content				
Relevance of Class Material to Clinical Situations				
Relevance of Class Material to General Knowledge				
Selection of Course Readings				
Integrates Contributions from Differing Theoretical Perspectives When Applicable.				
Congruence Between Course Objectives and Content				
Includes relevant research when applicable				
Includes Contributions From Related Disciplines (e.g. Science, Education, Sociology, etc.) When Applicable				
Format of Course				

***Comments Regarding Course Content:**

***Comments Regarding Course Readings, Assignments or Other Materials:**

Candidate Evaluation of Faculty/Course Course Name _____

Faculty Member	Did Not Meet Expectations	Average/ Met Expectations	Exceeds Expectations	Cannot Rate/ Not Applicable
Overall Rating of Faculty Member				
Facilitated Class Participation and Discussion				
Openness to Questions and Critical Thinking Process				
Prepared for Class Meetings				
Demonstrated Understanding of Course Topics				
Communicated Ideas Clearly				
Faculty Encourages and Responds to Feedback and Suggestions Regarding Course				
Demonstrated Respect for the Ideas and Contributions of Others				
Demonstrates Knowledge of and Sensitivity to Issues of Diversity and Individual Differences				

Professional Demeanor				
Relationship with Class				
Integrates Theoretical and Clinical Knowledge				
Applies Examples from Clinical Data				

Comments Regarding Faculty Member:

Other Comments:

Suggestions for Improvement, Changes, or Further Development of Course:

Should this faculty member teach this course in the future? yes no

Additional comments may be attached

Orig. 09/05

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP-520

Subject: Evaluation of Supervisor

Purpose: To specify the process of supervisor evaluation.

Procedures

1. Clinical candidates in supervision will complete a written supervisor evaluation (Supervisor Evaluation Form) after the initial three months and for every six months thereafter. Completed forms will be returned to the designated administrative assistant of the Institute.
2. The candidate will have the opportunity to provide verbal feedback to the supervisor. In some circumstances, such as supervisors residing out of the geographical area, this may take place by telephone.
3. Copies of supervisor evaluations will be provided to the Training Coordinator of the relevant program and to the President of the Board of TBIPS. The candidate may choose to provide a copy to their advisor.
4. The need for a review of individual supervisory status will be at the discretion of the Training Coordinator and/or the President of the Board of TBIPS. Reviews will be referred to the faculty committee and conducted in a constructive, collaborative and respectful manner.
5. It is recommended that the Candidate discuss concerns involving a particular supervisor or supervisory issue with their advisor. Additionally, a candidate may request to address the Training Coordinator or Faculty Committee regarding these issues.

Orig. 08/06

TAMPA BAY
INSTITUTE FOR PSYCHOANALYTIC STUDIES

Candidate Evaluation of Supervisor

Supervisor: _____ Candidate: _____

Interval: _____ 3 month (Initial) _____ 6 month _____ Other (Please specify) Date _____

Tampa Bay Institute for Psychoanalytic Studies, Inc.
Educational Policies and Procedures

Policy Number: EPP-600

Subject: Graduation Requirements

Purpose: To specify the requirements for graduation from the psychoanalytic program

REQUIREMENTS:

- 1. Candidates in the Clinical Track will need to satisfactorily complete the requirements for the three components of training: a) Didactic Course of study b) Personal Therapeutic Analysis and c) Supervised Analytic cases (as described in EPP-400, EPP-410, and EPP 420). Upon completion of the requirements for all three components, the candidate is awarded a Certificate in Psychoanalysis.**
- 2. Since progression and any necessary steps toward remediation have been monitored throughout the candidate's career at the Institute, graduation is a matter of satisfactory completion of the requirements. The only other potential grounds for remedial action or dismissal would be evidence of unethical or unprofessional conduct.**
- 3. Completion of the requirements for the Supervised Analytic Cases component will include demonstration of adequate understanding of the implementation of the analytic process at a Case Presentation Evaluation as described in EPP-610.**
- 4. Candidates in the Academic Track will need to satisfactorily complete the requirements of two components: a) Didactic Course of Study and b) Personal Therapeutic Analysis (as described in EP-400 and EPP-420) as well the completion of an academic paper on a subject of the candidate's choice which is suitable for publication as described in EPP-610. Upon completion of the requirements for each of the three components, the candidate is awarded a Certificate in Academic Psychoanalysis.**

Tampa Bay Institute for Psychoanalytic Studies, Inc.

Educational Policies and Procedures

Policy Number: EPP-620

Subject: Final Case Report Evaluation

Purpose: To describe the orientation to the Final Case Report and its evaluation

Procedures

1. The final case report consists of a clinical process account of an analysis of at least two years duration.
2. There is no particular format to this report nor a required length.
3. The purpose of the report is to demonstrate that the candidate was able to establish a psychoanalytic process and to deal with it in a psychoanalytic fashion. Candidates must demonstrate a psychoanalytic understanding of the case, an analytic attitude with the patient, competence with psychoanalytic techniques, and the management of such countertransference issues that might arise.
4. Since candidates are not required to adhere to one particular psychoanalytic model, the report must be evaluated within the psychoanalytic model of psychoanalytic theory and technique adopted by the candidate/supervisor pair. The evaluation proceeds as an evaluation of competence within that model.
5. An oral evaluation will be conducted by the examiners by telephone or in person. The examiners shall submit a brief written report of their findings to the Advisor.